



Temple Sheller Center &lt;templeshellercenter2018@gmail.com&gt;

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## Right to Know Request

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**Gary Orben** <gorben@pikepa.org>

Tue, Oct 23, 2018 at 1:36 PM

To: Temple Sheller Center &lt;templeshellercenter2018@gmail.com&gt;

Part 1 of two for you "RTK" request.

Please confirm receipt.

Thanks

**Gary R. Orben**

**Chief Clerk – County Administrator**

**506 Broad St.**

**Milford, Pa./ 18337**

570-296-3569 ext 1004

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**From:** Temple Sheller Center [mailto:[templeshellercenter2018@gmail.com](mailto:templeshellercenter2018@gmail.com)]

**Sent:** Saturday, October 6, 2018 7:58 PM

**To:** Gary Orben <[gorben@pikepa.org](mailto:gorben@pikepa.org)>

**Subject:** Re: Right to Know Request

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## **DETAINEE HANDBOOK (DH)**

ODO reviewed the Detainee Handbook standard at PCCF to determine if the facility provides each detainee with a handbook describing the facility's rules and sanctions, disciplinary system, mail and visiting procedures, grievance system, services, programs, and medical care in accordance with the ICE 2008 PBNDS. ODO reviewed facility policy and the English and Spanish versions of the PCCF Detainee Handbook, and interviewed staff and detainees.

PCCF issues the ICE National Detainee Handbook and the PCCF Handbook during the intake process. ODO's review of 19 randomly selected detention files confirmed that detainees signed statements acknowledging receipt of the handbooks.

ODO's review of the Spanish version of the local handbook found incorrectly translated words, numerous grammatical errors, and confusing information (**Deficiency DH-1 (II)(5)**).<sup>2</sup> For example, the Spanish word used for "detainee" means the mayor of a municipality, governor or quartermaster general; the word used for "gym shorts" means short circuits; the word used for "showering" means irrigating; and the word used for "cells" refers to biological cells. Where the handbook refers to the services the facility will provide, the actual meaning in the handbook is, "personnel in the facility will foresee your necessities." Such translation errors interfere with detainees' ability to understand, use, and follow the information and guidance offered in the handbook.

In addition, neither version of the handbook provides detainees with procedures for requesting interpretive services for essential communication, and procedures for filing medical grievances (**Deficiency DH-2 (V)(2)**).

## **STANDARD/POLICY REQUIREMENTS FOR DEFICIENT FINDINGS**

### **DEFICIENCY DH-1**

In accordance with the ICE 2008 PBNDS, Detainee Handbook, section (II)(5), the FOD must ensure "the information in this standard will be communicated in a language or manner which the detainee can understand."

### **DEFICIENCY DH-2**

In accordance with the ICE 2008 PBNDS, Detainee Handbook, section (V)(2), the FOD must ensure "while all applicable topics from the ICE national Detainee Handbook must be addressed, it is particularly important that each local supplement notify each detainee of:

- Procedures for requesting interpretative services for essential communication
- The Grievance System, including medical grievances."

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<sup>2</sup> The review was conducted by an inspection team member who is fluent in Spanish.

## **DETENTION FILES (DF)**

ODO reviewed the Detention Files standard at PCCF to determine if files are created containing all significant information on detainees housed at the facility for over 24 hours, in accordance with the ICE 2008 PBNDS. ODO reviewed detention files, logbooks, policies, and procedures; and interviewed staff.

As part of the intake process, PCCF staff creates a detention file upon the admittance of a detainee to the facility. ODO randomly selected 20 active and ten inactive detention files to determine if required documentation was present. ODO found that staff members create a detention file as part of admissions process when a detainee is admitted to PCCF, but officers completing the admissions portion of the detention file fail to note that the file has been activated (**Deficiency DF-1 (V)(A)(2)**). The note may take the form of a generic statement printed on the acknowledgment form, documenting receipt of a handbook, orientation, locker key, etc.

All of the 20 active detention files reviewed contained original photographs, personal property inventory sheets, and receipts for property and baggage. None of the 20 active files contained Form I-385 (Alien Booking Record), complete classification worksheets, housing identification cards, or I-77 baggage checks (**Deficiency DF-2 (V)(B)(1)**). Prior to ODO's departure, ICE/ERO staff implemented procedures to ensure the placement of Form I-385, and a complete set of the updated Risk Classification Assessment Detailed Summary (RCADS) Form within each ICE detention file maintained by PCCF. ICE requires the use of RCADS Form as a guide for placing detainees into housing units with detainees of the same or compatible classification. Furthermore, PCCF Officials began placing housing identification cards, and I-77 checks in each detention file, correcting the deficiency before ODO departed the facility.

ODO randomly selected and reviewed ten archived detention files to determine the presence of required documentation. ODO found staff members had not placed the original Form I-385 in any of the ten files, and prior to closing the files, officers failed to note the files were complete and ready for archiving (**Deficiency DF-3 (V)(E)(1-2)**).

## **STANDARD/POLICY REQUIREMENTS FOR DEFICIENT FINDINGS**

### **DEFICIENCY DF-1**

In accordance with the ICE 2008 PBNDS, Detention Files, section (V)(A)(2), the FOD must ensure "the officer completing the admissions portion of the Detention File shall note that the file has been activated. The note may take the form of a generic statement in the Acknowledgment form."

### **DEFICIENCY DF-2**

In accordance with the ICE 2008 PBNDS, Detention Files, section (V)(B)(1), the FOD must ensure "the detainee detention file shall contain either originals or copies of forms and other documents generated during the admissions process. If necessary, the Detention File may include copies of material contained in the detainee's A-File. The file shall, at a minimum, contain:

- I-385, Alien Booking Record, with one or more original photograph(s) attached,

- Classification Work Sheet,
- Personal Property Inventory Sheet,
- Housing Identification Card,
- G-589, Property Receipt or facility equivalent, and
- I-77, Baggage Check(s)."

**DEFICIENCY DF-3**

In accordance with the ICE 2008 PBNDS, Detention Files, section (V)(E)(1-2) the FOD must ensure:

1. "Upon the detainee's release from the facility, staff shall add final documents to the file before closing and archiving it after inserting:
  - Detention file copies of completed release documents,
  - The original closed-out receipts for property and valuables, the original I-385 and other documentation, and
2. The officer closing the Detention File shall make a notation (on the Acknowledgement form, if applicable) that the file is complete and ready for archiving."



## **DISCIPLINARY SYSTEM (DS)**

ODO reviewed the Disciplinary System standard at PCCF to determine if sanctions imposed on detainees who violate facility rules are appropriate, and if the discipline process includes progressive levels of reviews, appeals, procedures, and documentation, in accordance with the 2008 PBNDS. ODO interviewed staff and reviewed disciplinary reports, the detainee handbook, and facility policy.

The detainee handbook notifies detainees of the rules and regulations, rights, disciplinary procedures, sanctions, and the appeals process. PCCF policy encourages informal resolution of rule violations where possible. The facility classifies prohibited acts as Class I, II, and III offenses. Class I offenses are major rule violations that may result in a sanction of up to fourteen days in disciplinary segregation per violation, and the loss of privileges. Class II offenses are violations involving damage to the facility structure, or offenses which interfere with the security, order and safety of staff and inmates or detainees. Class II offenses may result in up to seven days in disciplinary segregation and/or loss of privileges. Class III offenses are minor violations informally adjudicated by the housing unit officer. PCCF's three-member disciplinary panel consists of a supervisor, an officer not involved in the incident, and one counselor or other programs department employee. The disciplinary panel adjudicates both Class I and II offenses, and has the authority to impose disciplinary segregation. PCCF does not have a Unit Disciplinary Committee (UDC) or other intermediate level of adjudication (Deficiency DS-1 (V)(F)).<sup>3</sup>

ODO randomly selected and reviewed 15 of 35 disciplinary reports referencing Class I and II offenses completed in the past six months. All 15 investigations occurred within 24 hours of the incident. ODO found the reports meticulous. Documentation included written notification of the detainee's rights and appeal instructions. Incident reports and advice of rights forms included a section for the detainee's signature, acknowledging receipt of copies. In all cases, the disciplinary panel conducted the hearing on the same or next business day, after the disciplinary report was issued. Hearing documentation supported compliance with the disciplinary process requirements of the standard.

## **STANDARD/POLICY REQUIREMENTS FOR DEFICIENT FINDINGS**

### **DEFICIENCY DS-1**

In accordance with the ICE 2008 PBNDS, Disciplinary System, section (V)(F), the FOD must ensure "all facilities shall establish an intermediate level of investigation/adjudication process to adjudicate low or moderate infractions. They shall also ensure that the detainee is afforded all of the UDC rights listed below:

- The UDC administering unit discipline shall be comprised of one to three members at least one of whom is a supervisor.
- The UDC shall not include the reporting officer, the investigating officer, or an officer who witnessed or was directly involved in the incident. Only in the unlikely event that practically

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<sup>3</sup> Priority Component

- every available officer witnessed or was directly involved in the incident may an exception occur.
- The UDC shall conduct hearing and, to the best extent possible, informally resolve cases involving High Moderate or Low Moderate charges in accordance with the list of charges and related sanctions noted as Attachment A of this Standard. Unresolved cases and cases involving serious charges are forwarded to the Institution Disciplinary Panel.”

## FOOD SERVICE (FS)

ODO reviewed the Food Service standard at PCCF to determine if detainees are provided with a nutritious and balanced diet, in a sanitary manner, in accordance with the ICE 2008 PBNDS. ODO reviewed documentation, interviewed staff, inspected the food service area, and observed meal preparation and service.

PCCF staff manages food service operations at the facility. Staffing consists of a Food Service Director, Assistant Food Service Director, four Food Production Supervisors, and two Food Service supervisors. A crew of 24 inmates and detainees supports the food service operation; at the time of inspection the crew included seven ICE detainees. ODO verified all employees and workers receive a medical clearance prior to working in the kitchen. ODO observed kitchen workers wearing white uniforms, and watched staff visually inspect detainees for any signs of illness or personal hygiene concerns prior to starting their shift.

The facility has a satellite feeding operation. Food service workers place food items on insulated trays, load the trays on to carts, and then correctional officers deliver those trays to the housing units. PCCF notes on a roster the names of detainees requiring special diets in order to ensure and verify those detainees receive meals.

ODO verified a registered dietitian certified all menus, and that the facility served and properly documented medically prescribed meals. At the time of the inspection, 12 detainees were on medical diets, and 22 detainees were on religious diets.

ODO taste-tested the Wednesday lunch time meal. All items served were in the portion size prescribed by the menu, properly seasoned, and included appropriate condiments. Food service staff was observed taking temperatures of food in the kitchen and when served in the housing units. On Thursday, ODO verified noon meal temperatures were within the required range, using a digital thermometer.

ODO inspected sack meals issued to detainees before their transportation from the facility. The sacks contained two sandwiches, neither was a non-pork meat sandwich, furthermore, the sacks did not contain a fruit item (**Deficiency FS-1 (V)(I)(6)(c)**). During the inspection, PCCF staff added a non-pork meat sandwich and fruit item to the sack meals menu to address this deficiency.

PCCF food service staff stores knives on a shadow board in a locked storage cabinet in the Food Service Director's office. Staff members sign the knives in and out; and tether them to the table where they are used. Kitchen staff consistently monitors and records temperatures generated from the walk-in freezer, and cooler. The dishwasher's hot water temperature is also monitored.

Documentation indicates the Food Service Director conducts a weekly comprehensive inspection of the entire kitchen area. The dry storage area, walk-in cooler, and the freezer areas are clean, organized, and well maintained.

Sanitation of the kitchen was excellent. The Pennsylvania Department of Corrections inspects the area annually. The department last inspected the area on August 27, 2013. During detainee interviews, detainees made no complaints regarding food service.

## **STANDARD/POLICY REQUIREMENTS FOR DEFICIENT FINDINGS**

### **DEFICIENCY FS-1**

In accordance with the ICE 2008 PBNDS, Food Service, section (V)(I)(6)(c), the FOD must ensure "Each sack shall contain at least two sandwiches, of which at least one shall be meat (non-pork). Commercial bread or rolls may be preferable because they include preservatives. To ensure freshness, fresh facility made bread may be used only if made on the day of lunch preparation. Sandwiches should be individually wrapped, or bagged in a secure fashion to prevent the food from spoiling. Meats, cheeses, etc. should be freshly sliced the day of sandwich preparation. Leftover cooked meats shall not be used after 24 hours. In addition, each sack shall include: one piece of fresh fruit or properly packaged canned fruit (or paper cup with lid), complete with spoon; one ration of a dessert item, like cookies, doughnuts and fruit bars; such extras as properly packaged fresh vegetables, like celery sticks and carrot sticks, and commercially packaged "snack foods," such as peanut butter crackers, cheese crackers, and individual bags of potato chips."

## GRIEVANCE SYSTEM (GS)

ODO reviewed the Grievance System standard at PCCF to determine if a process to submit formal or emergency grievances exists, and that responses are provided in a timely manner, without fear of reprisal. In addition, a review was conducted to determine if detainees have an opportunity to appeal responses, and if accurate records are maintained, in accordance with the ICE 2008 PBNDS. ODO toured the facility, interviewed the grievance coordinator and other staff, and reviewed policies and grievance documentation.

A review of the facility's policy and detainee handbook confirmed both address PCCF's informal and formal grievance process, emergency grievances and appeals, and required guarantees against reprisal for filing a grievance. The policy stipulates that grievances alleging staff misconduct must be forwarded to a supervisor or higher-level authority, with copies directed to ERO. Based on ODO's review of the grievance log and interviews of facility and ERO staff, ODO determined detainees have not filed grievances alleging staff misconduct within the past year.

ODO's review of policy and procedures identified deficiencies related to grievances of a medical nature. Specifically, procedures for ensuring medical grievances are received by the administrative health authority within 24 hours or the next business day were not in place (**Deficiency GS-1 (V)(A)**).<sup>4</sup> ODO found PCCF's classification coordinator, who also serves as the grievance coordinator (not a medical authority), receives and responds to all medical grievances after consulting with medical personnel.

PCCF's policy and local detainee handbook require detainees to follow the informal grievance process before filing a formal grievance. Onsite ERO staff confirmed PCCF and ERO jointly review grievance logs weekly. Informal grievances are not logged or tracked; therefore, ODO was unable to assess informal grievance activity or volume (**Deficiency GS-2 (V)(C)(1)**).

PCCF does not provide detainees with envelopes in which to seal grievances and identify them as sensitive or medically sensitive (**Deficiency GS-3 (V)(C)(3)(2)(a)**). Furthermore, there is no process which ensures grievances regarding medical care are submitted directly to designated medical personnel, and no timeframe for issuance of a response (**Deficiency GS-4 (V)(C)(3)(2)(c)**). Because processing of grievances relating to medical care follows the same course as grievances on other subjects, there is no separate process for appealing a response denying relief for a medical grievance (**Deficiency GS-5 (V)(D)**). A review of the grievance log determined that the grievance coordinator responded to 15 grievances concerning medical care issues submitted within the past year. ODO verified staff forwarded the grievance responses to medical and then included them in the detainee's medical files.

During interviews, medical personnel confirmed that the grievance coordinator responds to medical grievances and maintains copies in the medical records as required by the standard.

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<sup>4</sup> Priority Component

Prior to completion of the inspection, a notice was posted in all housing units notifying detainees that effective immediately, grievances of a medical nature would be directed to medical staff.

ODO's review of the grievance log confirmed it was current; however, the log failed to provide a space to record the submission date of the grievance (**Deficiency GS-6 (V)(E)**).<sup>5</sup> Instead, the log documented only the date the grievance was disposed. The grievance log for the previous year recorded a total of 54 detainee grievances. Of the 54 logged, two were related to classification or institutional program assignment; seven were categorized as miscellaneous; and 21 were complaints against staff, none of which alleged misconduct or abuse as noted previously. In addition, as noted, 15 grievances pertained to medical services. ODO did not observe any other patterns or trends in subject matter.

## **STANDARD/POLICY REQUIREMENTS FOR DEFICIENT FINDINGS**

### **DEFICIENCY GS-1**

In accordance with the ICE 2008 PBNDS, Grievance System, section (V)(A), the FOD must ensure "Each facility shall have written policy and procedures for a detainee grievance system that:

- Ensures a procedure in which all medical grievances are received by the administrative health authority within 24 hours or the next business day."

### **DEFICIENCY GS-2**

In accordance with the ICE 2008 PBNDS, Grievance System, section (V)(C)(1), the FOD must ensure "A detainee is free to bypass or terminate the informal grievance process at any point and proceed directly to the formal grievance stage. Furthermore, if an oral (informal) grievance is resolved the employee need not provide the detainee written confirmation of the outcome, but shall document the result for the record in the detainee's file and in any logs or data systems the facility has established to track such actions."

### **DEFICIENCY GS-3**

In accordance with the ICE 2008 PBNDS, Grievance System, section (V)(C)(3)(2)(a), the FOD must ensure "Facility staff provides the number of forms and envelopes requested by the detainee. If the detainee claims that the issue is sensitive or the detainee's safety or well-being would be jeopardized if others at the facility learned of the grievance, the detainee has the right to seal the grievance in an envelope, clearly marked "Sensitive" or "Medically Sensitive" and submit it directly to the facility administrator, administrative health authority or designee."

### **DEFICIENCY GS-4**

In accordance with the ICE 2008 PBNDS, Grievance System, section (V)(C)(3)(2)(c), the FOD must ensure "Grievance forms concerning medical care shall be delivered directly to medical staff designated to receive and respond to medical grievances at the facility. Designated medical staff shall act on the grievance within five working days of receipt and provide the detainee a written response of the decision and rationale."

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<sup>5</sup> Priority Component

**DEFICIENCY GS-5**

In accordance with the ICE 2008 PBNDS, Grievance System, section (V)(D), the FOD must ensure, "In the cases of medical grievances, each facility shall establish procedures for appeal of a denial by medical personnel. An additional level of appeal by medical personnel shall be available to the detainee."

**DEFICIENCY GS-6**

In accordance with the ICE 2008 PBNDS, Grievance System, section (V)(E), the FOD must ensure "Each facility shall devise a method of documenting grievances, at a minimum a grievance log, and documentation shall include the date of the grievance."

## **PERSONAL HYGIENE (PH)**

ODO reviewed the Personal Hygiene standard at PCCF to determine if detainees are able to maintain acceptable personal hygiene practices through the provision of adequate bathing facilities and the issuance and exchange of clean clothing, bedding, linens, towels, and personal hygiene items in accordance with the ICE 2008 PBNDS. ODO inspected the intake area, housing units, and laundry facilities; reviewed policies and documents; and interviewed staff and detainees.

PCCF maintains an adequate inventory and supply of clothing, bedding, linens, towels, and personal hygiene items, which prevents any delay in replacing items issued to detainees. Upon detainees' arrival, PCCF issues clean clothing, bedding, linens, towels, and a personal hygiene kit.

While clothing stored within the processing and laundry facilities appeared to be clean, ODO observed worn out and indelibly stained undergarments (**Deficiency PH-1 (V)(A)**). Bedding, linens and towels appeared to be in good condition and functional. PCCF exchanges sheets and pillowcases weekly, and blankets monthly. Detainees place soiled undergarments and linens in individual bags. The facility then launders and returns those bags to detainees weekly. Detainees are also required to exchange outer garments twice a week.

Detainee-issued personal hygiene items consist of a bar of soap, a bottle of shampoo, moisturizer, a comb, a toothbrush, and a tube of toothpaste. PCCF replenishes soap, toothbrushes, and toothpaste at no cost to detainees, as needed. Other personal hygiene items are available to detainees through purchase at the commissary.

Level I and II detainees in general population housing units are given access to disposable razors only three days a week (**Deficiency PH-2 (V)(D)**). Staff denies detainees housed in the Special Management (SMU) and Level III GP units access to disposable razors. Detainees share two electric razors per housing unit, five days a week (**Deficiency PH-3 (V)(D)**). Detainees wishing to use an electronic razor must request and sign an "electric razor control" form.

Detainees have sufficient access to bathing and toilet facilities, to include an adequate number of toilets, wash basins and showers. Detainees are required to shower at least once every three days, and may shower daily if they desire to do so during non-lockdown hours.

## **STANDARD/POLICY REQUIREMENTS FOR DEFICIENT FINDINGS**

### **DEFICIENCY PH-1**

In accordance with the ICE 2008 PBNDS, Personal Hygiene, section (V)(A), the FOD must ensure clothing that is worn out, indelibly stained, or bears offensive or otherwise unauthorized markings should be discarded and replaced as soon as practicable.

### **DEFICIENCY PH-2**

In accordance with the ICE 2008 PBNDS, Personal Hygiene, section (V)(D), the FOD must ensure razors must be strictly controlled. Disposable razors will be provided to detainees on a daily basis. Razors will be issued and collected daily by staff.



**DEFICIENCY PH-3**

In accordance with the ICE 2008 PBNDs, Personal Hygiene, section (V)(D), the FOD must ensure detainees will not be permitted to share razors.

## **RECREATION (R)**

ODO reviewed the Recreation standard at PCCF to determine if detainees are provided access to recreational programs and activities within the constraints of a safe and secure environment in accordance with the ICE 2008 PBNDS. ODO inspected the recreation areas, reviewed policies, and interviewed staff and detainees.

Recreation yards have sufficient space and are located between detainee housing units. PCCF has four outdoor recreation yards and each has a basketball court, pull-up and dip bars, and space to play handball. Additionally, two indoor recreation areas are provided; each has a ping-pong table, foosball table, pull-up and dip bars, and space to play handball. Housing unit dayrooms each have a television and cards and various board games for entertainment. General population detainees have recreation privileges two hours a day, seven days a week. Special Management Unit detainees have outdoor recreation privileges one hour a day, five days a week.

Citizen volunteers who provide or participate in facility recreational programs undergo a background check, complete a formal orientation program, and sign an agreement acknowledging the facility's rules and procedures.

The ICE Office of Acquisition Management provided OPR with the IGSA between ICE and PCCF signed on November 9, 2011. Although detainees do have access to outdoor recreation yards, the IGSA does not stipulate that ICE detainees have access to an outdoor recreation area (**Deficiency R-1 (V)(A)**).

## **STANDARD/POLICY REQUIREMENTS FOR DEFICIENT FINDINGS**

### **DEFICIENCY R-1**

In accordance with the ICE 2008 PBNDS, Recreation, section (V)(A), the FOD must ensure all new or renegotiated contracts and IGSA's shall stipulate that ICE/DRO detainees have access to an outdoor recreation area.

## **STAFF-DETAINEE COMMUNICATION (SDC)**

ODO reviewed the Staff-Detainee Communication standard at PCCF to determine if procedures are in place to allow formal and informal contact between detainees and key ICE and facility staff, in accordance with the ICE 2008 PBNDS. ODO reviewed policies, procedures, request forms, and logs; and interviewed detainees and staff.

ICE staff conducts daily scheduled and unscheduled visits in response to ICE detainee requests and concerns. A review of the logbooks indicates that the Supervisory Detention Deportation Officer (SDDO) and Deportation Officers make weekly announced and unannounced visits. ODO observed a posting of scheduled ICE visits on all housing bulletin boards. ODO confirmed staff documents the arrival of housing unit visitors in each unit logbook, and in a separate ICE logbook maintained by the SDDO.

PCCF staff documents ICE detainee requests using an electronic logbook. ODO and ICE staff reviewed detainee requests dated from August 1, 2012 to September 1, 2013, to determine if ICE responded to each request within 24 hours of receipt. The log of ICE detainee requests does not include the staff's response and action (**Deficiency SDC-1 (V)(B)(2)**). Staff responses are only listed on the detainee's request form which is kept in his/her detention file. The SDDO corrected the deficiency before ODO departed the facility by adding another column to the log to include staff response and action for each detainee request.

PCCF permits detainees to submit written requests or concerns to ICE officials by placing a request form within a dedicated ICE drop box in each of the housing units. PCCF staff does not have a key or access to those drop boxes. Adequate supplies of detainee request forms, envelopes, and writing implements are available to detainees.

ODO verified that PCCF and ICE staff tests all phones for detainee use on a weekly basis. ODO also verified that ICE staff documents and completes serviceability tests and the Facility Liaison Visit Checklist weekly. Department of Homeland Security Office of Inspector General (OIG) hotline posters are posted in every housing unit and in appropriate common areas.

## **STANDARD/POLICY REQUIREMENTS FOR DEFICIENT FINDINGS**

### **DEFICIENCY SDC-1**

In accordance with the ICE 2008 PBNDS, Staff-Detainee Communication, section (V)(B)(2), the FOD must ensure, "At a minimum the log book shall include the date of receipt, detainee name, detainee's A-number, detainee's nationality, name of the staff member logging the request and date the request was returned to the detainee with a staff response/action."

## **TELEPHONE ACCESS (TA)**

ODO reviewed the Telephone Access standard at the PCCF to determine if the facility provides detainees with reasonable and equitable access to telephones to maintain ties with family and others in the community, in accordance with the ICE 2008 PBNDS. ODO interviewed facility staff and detainees, reviewed policy, procedures, and the detainee handbook, and conducted functionality tests of the telephones in the units housing detainees.

ODO verified detainees have reasonable and equitable access to telephones at PCCF. The telephone availability ratio for each housing unit is approximately 10 detainees per phone. The facility also provides a TTY device if needed. PCCF staff conducts daily telephone inspections. ICE staff inspects telephones weekly. PCCF and ICE staff report detected problems immediately. ODO verified serviceability checks by reviewing facility and ICE logbooks, and serviceability worksheets. ODO conducted operation checks of telephones in detainee housing units finding them to be in good working order.

Notifications that calls are subject to monitoring are posted near phones and a recorded message on each phone indicates the same. ODO observed telephone access rules posted at telephone locations within each the housing unit, and within the detainee handbook. Detainees may request an unmonitored call by submitting a telephone request form during intake and at any time after that to the housing unit officer. Detainees may request to make legal calls in an area that provides privacy using these same forms. ODO verified listings in English and Spanish for pro bono services, OIG, consulates, and embassies are located in each housing unit.

PCCF staff delivers messages to detainees regarding an emergency or legal matter; however, the facility does not accept and deliver any other telephone messages to detainees  
**(Deficiency TA-1 (V)(J)).**

## **STANDARD/POLICY REQUIREMENTS FOR DEFICIENT FINDINGS**

### **DEFICIENCY TA-1**

In accordance with the ICE 2008 PBNDS, Telephone Access, section (V)(J), the FOD must ensure "The facility shall take and deliver telephone messages to detainees as promptly as possible. When facility staff receives an emergency telephone call for a detainee, the caller's name and telephone number will be obtained and given to the detainee as soon as possible. The detainee shall be permitted to return the emergency call as soon as reasonably possible within the constraints of security and safety. The facility shall enable indigent detainees to make a free return emergency call."

## USE OF FORCE AND RESTRAINTS (UOF&R)

ODO reviewed the Use of Force and Restraints standard at PCCF to determine if necessary use of force and the use of restraints are employed only after all reasonable efforts have been exhausted to gain control of a subject, in accordance with the ICE 2008 PBNDS. ODO toured the facility, inspected equipment, and reviewed calculated use of force videos, local policy, training records, and other pertinent documentation.

ODO's review confirmed PCCF policies address required principles of use of force and application of restraints. The policy states physical force is to be used after all other reasonable efforts have been exhausted, and as a last resort, and furthermore to use only the amount of force necessary to gain control of a situation. The policy also addresses confrontation avoidance techniques and the use of force continuum.

PCCF staff confirmed the training all correctional officers and supervisors in self-defense, use of restraints, blood and bodily fluid clean up, confrontation avoidance, cell extractions, use of protective equipment, restraint chair, and the use of force continuum. All supervisors receive specialized training and yearly certification in the use of oleoresin capicum spray, foam, and deployment devices. A review of training records for all 22 officers and supervisors involved in use of force incidents in the past year confirmed current training.

There have been four calculated and six immediate use of force incidents at PCCF during the past year. A review of written documentation and video recordings confirmed staff gave several commands to comply with orders, and furthermore applied confrontation avoidance techniques before the use of force.

Staff documented using the minimum and appropriate amount of force in all cases. However, the video-recordings of team assembly before the calculated force incidents did not meet all requirements of the standard. Specifically, no one identified the camera operator and the other staff members present in any of the four incidents. Further, in two incidents, the use of force team members introduced themselves wearing helmets with the face shield down. In addition, video recordings of post-incident actions did not fully meet requirements. In none of the four cases were close-ups of the detainees' bodies during medical examination taken to capture the presence or absence of injuries; and in one case, the incident debriefing was not recorded (**Deficiency UOF&R-1 (V)(I)(2)**).<sup>6</sup> Video-recording all elements required by the standard assures documentation is complete, supporting the efficacy of the after action review.

ODO noted the presence of medical staff during or immediately after the use of force incidents, and that they conducted medical examinations after the use of force. After-action reviews for all six uses of force incidents were documented.

The after-action review team consists of the associate warden, the SDDO, the Detention Service Manager, and a representative of the medical department, generally the Health Services Administrator. Documentation reflected the facility provided ERO with the use of force incident files in all ten cases well within the two working-day requirement set in the standard.

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<sup>6</sup> Priority Component

## **STANDARD/POLICY REQUIREMENTS FOR DEFICIENT FINDINGS**

### **DEFICIENCY UOF&R-1**

In accordance with the ICE 2008 PBNDS, Use of Force and Restraints, section (V)(I)(2), the FOD must ensure "All use-of-force incidents be documented and forwarded to ICE/DRO for review," and for calculated use of force, "It is required that the entire incident be audio visually recorded." Calculated use-of-force incidents shall be audio visually recorded in the following order:

- "Introduction by Team Leader stating facility name, location, time, date, etc., describing the incident that led to the calculated use of force, and naming the audiovisual camera operator and other staff present.
- Faces of all team members should briefly appear (with helmets removed and heads uncovered), one at a time, identified by name and title.
- Team Leader offers the detainee a last chance to cooperate before team action, outlines the use-of-force procedures, engages in confrontation avoidance, and issues use-of-force order.
- Record entire use of force team operation, unedited, until the detainee is in restraints.
- Take close-ups of the detainee's body during a medical exam, focusing on the presence/absence of injuries. Staff injuries, if any are to be described but not shown.
- Debrief the incident with full discussion/analysis/assessment of incident."

## VISITATION (V)

ODO reviewed the Visitation standard at PCCF to determine if authorized persons, including legal and media representatives, are able to visit detainees within secure and operational constraints, in accordance with the ICE 2008 PBNDS. ODO reviewed the local policy and detainee handbook, inspected the visiting area, and interviewed staff and detainees.

The facility has a non-contact visitation system. Visitors may deposit money in a detainee's account using a kiosk in the lobby. Visitors are required to sign the visitors log and present photo identification at the main entrance desk. After verification of identity and clearing a metal detector, visitors proceed to an assigned visiting cubicle. Staff then escorts detainees from their housing unit to the visiting area located next to central control. Detainees use a telephone handset to communicate. PCCF posts written visiting procedures, including a schedule noting the hours of visitation, in the main lobby, and notifies detainees of visitation rules and hours by way of the detainee handbook and postings in the housing units. PCCF permits legal visits seven days a week; these are conducted in non-contact booths which have slots for passing legal documents.

ODO verified PCCF maintains an adequate supply of Forms G-28, (Notice of Entry of Appearance as Attorney or Accredited Representative) in the lobby area. Attorneys and accredited representatives provide information on Forms G-28 to establish their eligibility to appear and act on behalf of an applicant, petitioner, or respondent.

Detainees may receive visits for 30 minutes on Saturday and Sundays. The Warden may approve special visits for detainees. Detainees housed within the SMU retain their visiting privileges, with provision for denial of visitation only if the detainees have previously violated visiting rules or if their behavior could pose a threat to security in the visiting area. While in the presence of an adult parent or guardian, the facility allows visitors under the age of 18 to visit detainees during regular visiting times.

ODO cites as a best practice PCCF's "Handbook for Family & Friends of Inmates Incarcerated in the Pike County Correctional Facility." This comprehensive 34-page booklet provides information and covers questions and concerns that loved ones of detainees often have. Topics include operational matters such as mail, funds, visiting, rules and regulations, and emergency messages. Also included are sections on coping with incarceration, relationships with offenders, children and the offender, family finances, support groups, and a listing of community resources. Six pages of the booklet are devoted to information specific to ICE detainees, printed in English and five other languages. The booklets are readily available in the lobby of the facility.

ODO's review of the facility's policy on visitation by law enforcement revealed the shift commander has the authority to approve or deny any law enforcement visit with reasonable cause and does not require consultation with ICE (**Deficiency V-1 (V)(O)(1)**). During the inspection, this policy was amended to comply with the standard's requirement to seek approval from ICE.

## **STANDARD/POLICY REQUIREMENTS FOR DEFICIENT FINDINGS**

### **DEFICIENCY V-1**

In accordance with the ICE 2008 PBNDS, Visitation, section (V)(O)(1), the FOD must ensure "Facility visitation procedures shall cover law enforcement officials requesting interviews with detainees. Facilities will notify and seek approval from ICE DRO of any proposed law enforcement visit with a detainee."





DATE: January 9, 2014

TO: Tae D. Johnson  
Assistant Director for Detention Management

FROM: Dolores Messick  
Lead Compliance Inspector  
The Nakamoto Group, Inc.

SUBJECT: Annual Detention Inspection of Pike County Correctional Facility

VIA: E-mail

The Nakamoto Group, Inc. performed an annual inspection for compliance with the ICE Performance-Based National Detention Standards (PBNDS) 2008 of the Pike County Correctional Facility in Lords Valley, Pennsylvania during the period of January 7-9, 2014. This is an IGSA facility.

The annual inspection was performed under the guidance of Dolores Messick, Lead Compliance Inspector. Other Team Members were:

Subject Matter Field	Team Member
Security	Dolores Messick
Medical Care	Roque R. Tamaray
Food Service/Health and Safety	Arzo Tureaud
Inspector	Michael Young.

### Type of Inspection

This is a scheduled annual inspection, which is performed to determine overall compliance with the ICE PBNDS 2008 for Over 72 hour facilities. The facility received a previous rating of "Meets Standards" during the January 2013 inspection.

### Inspection Summary

The Pike County Correctional Facility is currently accredited by:

- The American Correctional Association (ACA) – No
- The National Commission on Correctional Health Care (NCCHC) – Yes
- The Joint Commission (TJC) – No

## Standards Compliance

The following information is a summary of the standards that were reviewed and overall compliance that was determined as a result of the 2013 and 2014 PBNDS 2008 compliance annual inspections:

<b>2013 Inspection</b>	
Compliant	40
Deficient	0
Repeat Deficiency	0
Not Applicable	1

<b>2014 Inspection</b>	
Meets Standards	40
Does Not Meet Standards	0
Repeat Finding	0
Not Applicable	1

The inspection team found one (1) deficient component in the following standard:

Correspondence and Other Mail – 1, which is a Priority Component

## LCI Issues and Concerns

### **Correspondence and Other Mail – Priority Component Does Not Meet Standard**

**Purpose and Scope:** This Detention Standard ensures that detainees shall be able to correspond with their families, the community, legal representatives, government offices and consular officials consistent with the safe and orderly operation of the facility.

**Findings:** Priority Component #2 in the Correspondence and Other Mail Standard requires that a detainee is considered "indigent" if he or she has less than \$15.00 in his or her account. The facility considers a detainee to be indigent only when he has an account balance of less than \$0.50 for 30 days.

**Recommendation:** The facility should revise policy and practice to consider an ICE detainee to be indigent when he has less than \$15.00 in his account as required by the Standard.

## Significant Observations

There were no significant observations during this inspection.


## Recommended Rating and Justification

The Lead Compliance Inspector recommends that the facility receive a rating of "Meets Standards".

The facility complies with the ICE Performance-Based National Detention Standards (PBNDS) 2008. No (0) standards were found Does Not Meet Standards and one (1) standard was Not Applicable (N/A). All remaining forty (40) standards were found to Meet Standards.

## LCI Assurance Statement

The findings of Meets Standards and Does Not Meet Standards are accurately and completely documented on the G-324A Inspection form and are supported by documentation in the inspection file. An out brief was conducted at the facility and in addition to the entire Nakamoto Group, Inc. Inspection Team, the following were present: ICE Officials – SDDO David W. Clark and DSM Tom Hogan from the Philadelphia Field Office; Facility Staff - Warden Craig A. Lowe, Assistant Wardens Jonathan J. Romance and Bob McLaughlin, Lieutenant Erik M. Campos, Health Services Administrator Olene Hackett and Denise Jemiale.

  
Signature

Dolores Messick, Lead Compliance Inspector

January 9, 2014

Printed Name of LCI

Date

This document is UNCLASSIFIED//FOR OFFICIAL USE ONLY (U//FOUO). It may contain information that may be exempt from public release under the Freedom of Information Act (5 U.S.C. 552). It is to be controlled, stored, handled, transmitted, distributed, and disposed of in accordance with DHS policy relating to FOUO information and is not to be released to the public or other personnel who do not have a valid "need-to-know" without prior approval of an authorized DHS official. No portion of this document is to be released in written or verbal form.

## ICE Uniform Corrective Action Plan



**ICE HQ USE ONLY: (DO NOT EDIT\*)**

Review Date: 1/9/2014	DETLOC: PIKCOPA	Review Purpose: Annual
Complete and Return to ICE HQ No Later Than: 4/21/2014		Review Type: G324 – PBND 2008 – Over 72
Facility Corrective Action Plan Assigned To: PHI		
Facility Name PIKE COUNTY CORRECTIONAL FACILITY		
Address 175 PIKE COUNTY BOULEVARD		
City: LORDS VALLEY	State: PA	Zip Code: 18428
County PIKE		
Document Key: 218	Form Key (Version): 9	
Document Name: PIKCOPA_01_09_2014_Annual_UCAP_KEY_218.doc		

\*If Edits are required, contact ICE HQ for an updated form.

**FIELD OFFICE USE: (Updates Permitted, Field Entry Required)**

Date of Final Submission: (Use following format for dates: mm/dd/yyyy)

Form Date: 01-27-2014

**Department of Homeland Security**  
**Immigration and Customs Enforcement: Office of Enforcement and Removal Operations**

**Instructions for Corrective Action Response**

Provide a detailed description of the corrective action taken by the facility to address each of the deficiencies identified in the review. Please ensure that each corrective action corrects the noted deficiency to the fullest extent possible. In the event a deficiency cannot be corrected within the authorized timeline, an explanation is required in the "Corrective Actions" column. The explanation should include a work around solution while pending final resolution, and an approximate completion date. If an extension is needed, the Field Office must contact the appropriate DMD staff member with this request in advance of the specified timelines for submission.

*\*Exceptions to this timeline may be granted for necessary construction and staffing requirements, but will require an estimated completion date and temporary "work around" as part of the approved UCAP. Serious life and safety issues must be corrected immediately.*

Correspondence and Other Mail (Key: Z)				
This Detention Standard ensures that detainees will be able to correspond with their families, the community, legal representatives, government offices, and consular officials consistent with the safe and orderly operation of the facility.				
Item No.	Component	Deficiency Identified	Corrective Action	Projected Completion Date
1	<p>PRIORITY: A detainee is considered "indigent" if he or she has less than \$15.00 in his or her account. Indigent detainees will be permitted to mail a reasonable amount of mail each week at government expense, as determined by the Facility Administrator, including the following:</p> <ul style="list-style-type: none"> <li>At least five pieces of special correspondence or Legal Mail.</li> <li>Three pieces of general correspondence.</li> <li>Packages as deemed necessary by ICE. (Key: Z02)</li> </ul>	<p>The handbook and policy state that a detainee must have less than \$0.50 in his account for 30 days before being considered indigent. Correspondence from indigent detainees is logged by administrative personnel and forwarded to ICE personnel. ICE provides the postage.</p>		

<b>This UCAP has been reviewed and concurred with by an ERO field office official equivalent to an AFOD or above.</b>	
<b>Reviewer Name (Printed):</b>	<b>Reviewed Date:</b>
<b>Reviewer Title (Printed):</b>	
<b>Reviewer Signature (for printed form submission):</b>	

Department Of Homeland Security  
Immigration and Customs Enforcement

Detention Review Summary Form  
Facilities Used Over 72 hours

**A. Type of Facility Reviewed**

- ☐ ICE Service Processing Center  
☐ ICE Contract Detention Facility  
☒ ICE Intergovernmental Service Agreement

**B. Current Inspection**

Type of Inspection  
☐ Field Office ☒ HQ Inspection  
Date[s] of Facility Review  
01/07/2014 - 01/09/2014

**C. Previous/Most Recent Facility Review**

Date[s] of Last Facility Review  
01/08/2013 - 01/10/2013  
Previous Rating  
☒ Meets Standards ☐ Does Not Meet Standards

**D. Name and Location of Facility**

Name  
Pike County Correctional Facility  
Address (Street and Name)  
175 Pike County Blvd.  
City, State and Zip Code  
Lords Valley, PA 18428  
County  
Pike  
Name and Title of Facility Administrator  
(Warden/OIC/Superintendent)  
Craig A. Lowe, Warden  
Telephone # (Include Area Code)  
570-775-5500  
Field Office / Sub-Office (List Office with oversight responsibilities)  
Philadelphia / Pike County  
Distance from Field Office  
150 miles / Local

**E. ICE Information**

Name of Inspector (Last Name, Title and Duty Station)  
Messick / LCI/Security / Nakamoto Group  
Name of Team Member / Title / Duty Location  
Tamaray / Medical SME / Nakamoto Group  
Name of Team Member / Title / Duty Location  
Tureaud / Safety-Food Serv. SME / Nakamoto Group  
Name of Team Member / Title / Duty Location  
Young / Inspector / Nakamoto Group  
Name of Team Member / Title / Duty Location  
/ /

**F. CDF/IGSA Information Only**

Contract Number  
67-92-0029  
Date of Contract or IGSA  
11/02/2011  
Basic Rates per Man-Day  
\$82.31  
Other Charges: (If None, Indicate N/A)  
N/A; ;

Estimated Man-days Per Year  
113,698

**G. Accreditation Certificates**

List all State or National Accreditation[s] received:  
NCCHC  
☐ Check box if facility has no accreditation[s]

**H. Problems / Complaints (Copies must be attached)**

The Facility is under Court Order or Class Action Finding  
☐ Court Order ☐ Class Action Order  
The Facility has Significant Litigation Pending  
☐ Major Litigation ☐ Life/Safety Issues  
☒ Check if None.

**I. Facility History**

Date Built  
1995  
Date Last Remodeled or Upgraded  
2001  
Date New Construction / Bedspace Added  
N/A  
Future Construction Planned  
☐ Yes ☒ No Date:  
Current Bedspace  
375  
Future Bedspace (# New Beds only)  
Number: N/A Date: N/A

**J. Total Facility Population**

Total Facility Intake for previous 12 months  
22,256  
Total ICE Mandays for Previous 12 months  
63,337

**K. Classification Level (ICE SPCs and CDFs Only)**

	L-1	L-2	L-3
Adult Male	N/A	N/A	N/A
Adult Female	N/A	N/A	N/A

**L. Facility Capacity**

	Rated	Operational	Emergency
Adult Male	351	351	351
Adult Female	24	24	24
<input type="checkbox"/> Facility holds Juveniles Offenders 16 and older as Adults			

**M. Average Daily Population**

	ICE	USMS	Other
Adult Male	174	2.9	113
Adult Female	0	0	21

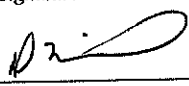
**N. Facility Staffing Level**

Security:  
85  
Support:  
43

DHS/ICE Detention Standards Review Summary Report							
1. Meets Standards		2. Does Not Meet Standards		3. Repeat Finding		4. Not Applicable	
	1	2	3	4			
<b>PART 1 SAFETY</b>							
1	Emergency Plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2	Environmental Health and Safety	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
3	Transportation (By Land)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>PART 2 SECURITY</b>							
4	Admission and Release	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
5	Classification System	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
6	Contraband	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
7	Facility Security and Control	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
8	Funds and Personal Property	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
9	Hold Rooms in Detention Facilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
10	Key and Lock Control	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
11	Population Counts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
12	Post Orders	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
13	Searches of Detainees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
14	Sexual Abuse and Assault Prevention and Intervention	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
15	Special Management Units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
16	Staff-Detainee Communication	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
17	Tool Control	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
18	Use of Force and Restraints	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<b>PART 3 ORDER</b>							
19	Disciplinary System	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<b>PART 4 CARE</b>							
20	Food Service	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
21	Hunger Strikes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
22	Medical Care	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
23	Personal Hygiene	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
24	Suicide Prevention and Intervention	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
25	Terminal Illness, Advance Directives, and Death	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<b>PART 5 ACTIVITIES</b>							
26	Correspondence and Other Mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
27	Escorted Trips for Non-Medical Emergencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28	Marriage Requests	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
29	Recreation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
30	Religious Practices	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
31	Telephone Access	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
32	Visitation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
33	Voluntary Work Program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>PART 6 JUSTICE</b>							
34	Detainee Handbook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
35	Grievance System	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
36	Law Libraries and Legal Material	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
37	Legal Rights Group Presentations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
<b>PART 7 ADMINISTRATION &amp; MANAGEMENT</b>							
38	Detention Files	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
39	News Media Interviews and Tours	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
40	Staff Training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
41	Transfer of Detainees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

### LCI Review Assurance Statement

By signing below, the Lead Compliance Inspector (LCI) certifies that all findings of noncompliance with policy or inadequate controls contained in the Inspection Report are supported by evidence that is sufficient and reliable. Furthermore, findings of noteworthy accomplishments are supported by sufficient and reliable evidence. Within the scope of the review, the facility is operating in accordance with applicable law and policy, and property and resources are efficiently used and adequately safeguarded, except for the deficiencies noted in the report.

Lead Compliance Inspector: (Print Name)	Signature
Dolores Messick	
Title & Duty Location	Date
Lead Compliance Inspector, The Nakamoto Group, Inc.	01/09/2014

Team Members	
Print Name, Title, & Duty Location	Print Name, Title, & Duty Location
Roque R. Tamaray, Medical SME, The Nakamoto Group, Inc.	Arzo Tureaud, Safety/Food Service SME, The Nakamoto Group, Inc.
Print Name, Title, & Duty Location	Print Name, Title, & Duty Location
Michael Young, Inspector, The Nakamoto Group, Inc.	

Recommended Rating:

- ☒ Meets Standards  
☐ Does Not Meet Standards

Comments: The Pike County Correctional Facility is a 375-bed direct supervision facility operated under the direction of the Pike County Prison Board. The facility houses male ICE detainees and male and female local and the US Marshals Service detainees. On 01/07/2014, the total population of the facility was 305, with 170 ICE detainees. The facility reported an ICE detainee average daily population of 177. The average length of stay for ICE detainees is 47 days. The statistical data on the Significant Incident Summary Worksheet is for ICE detainees only.

Medical care is provided through a contract with Prime Care Medical, Inc. ICE detainees are not charged co-pay fees for medical, mental health or dental services. There were no deaths in the facility and no serious suicide attempts were reported for the past twelve months.

The facility does not use Tasers or canines. Oleoresin capsicum (OC) is the only chemical agent authorized for use.



DATE: January 8, 2015

TO: Tae D. Johnson  
Assistant Director for Detention Management

FROM: Dolores Messick  
Lead Compliance Inspector  
The Nakamoto Group, Inc.

SUBJECT: Annual Detention Inspection of Pike County Correctional Facility

VIA: E-mail

The Nakamoto Group, Inc. performed an annual inspection for compliance with the ICE Performance-Based National Detention Standards (PBNDS) 2008 of the Pike County Correctional Facility in Lords Valley, PA during the period of January 6-8, 2015. This is an IGSA facility.

The annual inspection was performed under the guidance of Dolores Messick, Lead Compliance Inspector. Other Team Members were:

Subject Matter Field	Team Member
Security	E. Richard Bazzle
Medical Care	Max Boehringer
Food Service	Joseph Troniar, Jr.
Environmental Health and Safety	Joseph Troniar, Jr.

### Type of Inspection

This is a scheduled annual inspection, which is performed to determine overall compliance with the ICE PBNDS 2008 for Over 72 hour facilities. The official results of the January 2014 inspection were not available to the inspection team.

### Inspection Summary

The Pike County Correctional Facility is currently accredited by:

- The American Correctional Association (ACA) – No
- The National Commission on Correctional Health Care (NCCHC) – Yes
- The Joint Commission (TJC) – No

### Standards Compliance

The following information is a summary of the standards that were reviewed and overall compliance that was determined as a result of the 2014 and 2015 compliance annual inspections:

2014 Inspection		2015 Inspection	
Compliant	Unknown	Meets Standards	40
Deficient	Unknown	Does Not Meet Standards	0
Repeat Deficiency	Unknown	Repeat Finding	0
Not Applicable	Unknown	Not Applicable	1



The inspection team found two (2) deficient components in the following standard:

Suicide Prevention and Intervention – 2, one of which is a Priority Component

### LCI Issues and Concerns

#### **Suicide Prevention and Intervention – Priority Component Does Not Meet Standard**

**Purpose and Scope:** This detention standard protects detainees' health and well-being by training staff to prevent suicide by recognizing potential signs and situations of risk and to intervene with appropriate sensitivity, supervision, referral and treatment.

**Findings:** Priority component #8 in the Suicide Prevention and Intervention Standard requires that detainees should be housed in a room that has been made as suicide resistant as possible. Suicidal detainees are housed in a cell in the intake area. The cell contains a concrete slab approximately six inches high that has three cutouts on each side with a metal bar. These bars could be used to tie onto in a suicide attempt. There is also a metal light fixture approximately four feet long attached to the wall six to seven feet off the floor. A noose could be attached to this fixture.

**Recommendation:** Suicidal detainees should be housed in area where there are no objects that pose a threat to the detainee's safety.

### Significant Observations

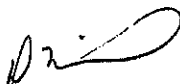
There were no significant observations during this inspection.

### Recommended Rating and Justification

The Lead Compliance Inspector recommends that the facility receive a rating of "Meets Standards". The facility complies with the ICE Performance-Based National Detention Standards (PBNDS 2008). No (0) standards were found Does Not Meet Standards and one (1) standard was Not Applicable (N/A). All remaining forty (40) standards were found to Meet Standards.

### LCI Assurance Statement

The findings of Meets Standards and Does Not Meet Standards are accurately and completely documented on the G-324A Inspection form and are supported by documentation in the inspection file. An out brief was conducted at the facility and in addition to the entire Nakamoto Group, Inc. Inspection Team, the following were present: ICE Officials – SDDO David W. Clark and DSM Tom Hogan from the Philadelphia Field Office, Facility Staff: - Warden Craig A. Lowe, Assistant Wardens Johathan J. Romance and Bob McLaughlin, Lieutenants Erik M. Campos and Robert Serrano, and Health Services Administrator Tina Goodwin.

  
\_\_\_\_\_  
Signature

Dolores Messick, Lead Compliance Inspector

January 8, 2015

\_\_\_\_\_  
Date

## ICE Uniform Corrective Action Plan



**ICE HQ USE ONLY: (DO NOT EDIT\*)**

Review Date: 1/8/2015	DETLOC: PIKCOPA	Review Purpose: Annual
Complete and Return to ICE HQ No Later Than: 4/7/2015		Review Type: PBNDS 2008 G324 O72
Facility Corrective Action Plan Assigned To: PHI		
Facility Name PIKE COUNTY CORRECTIONAL FACILITY		
Address 175 PIKE COUNTY BOULEVARD		
City: LORDS VALLEY	State: PA	Zip Code: 18428
County PIKE		
Document Key: 289	Form Key (Version): 9	
Document Name: PIKCOPA_01_08_2015_Annual_UCAP_KEY_289.doc		

\*If Edits are required, contact ICE HQ for an updated form.

**FIELD OFFICE USE: (Updates Permitted, Field Entry Required)**

Date of Final Submission: (Use following format for dates: mm/dd/yyyy)

Form Date: 01-27-2014

**Department of Homeland Security**  
Immigration and Customs Enforcement: Office of Enforcement and Removal Operations

**Instructions for Corrective Action Response**

Provide a detailed description of the corrective action taken by the facility to address each of the deficiencies identified in the review. Please ensure that each corrective action corrects the noted deficiency to the fullest extent possible. In the event a deficiency cannot be corrected within the authorized timeline, an explanation is required in the "Corrective Actions" column. The explanation should include a work around solution while pending final resolution, and an approximate completion date. If an extension is needed, the Field Office must contact the appropriate DMD staff member with this request in advance of the specified timelines for submission.

*\*Exceptions to this timeline may be granted for necessary construction and staffing requirements, but will require an estimated completion date and temporary "work around" as part of the approved UCAP. Serious life and safety issues must be corrected immediately.*

<b>Suicide Prevention and Intervention (Key: X)</b> This Detention Standard protects detainees' health and well-being by training staff to prevent suicide by recognize potential signs and situations of risk and to intervene with appropriate sensitivity, supervision, referral, and treatment.				
Item No.	Component	Deficiency Identified	Corrective Action	Projected Completion Date
1	PRIORITY: Suicidal detainees should be housed in a room that has been made as suicide resistant as possible. Security staff shall ensure that the area for suicide observation is initially inspected so that there are no objects that pose a threat to the detainee's safety. (Key: X08)	Suicidal detainees are housed in cell 4 in the intake area. The cell contains a concrete slab approximately six inches high that has three cutouts on each side with a metal bar. These bars are used for securing restraints but could also be used to the onto in a suicide. There is also a metal light fixture approximately four feet long attached to the wall six to seven feet off the floor. A noose could be attached to this fixture. The facility has a memorandum from the contract psychiatrist stating that he approved the cell for suicide watches and that it is as suicide resistant as possible.		
2	Suicidal detainees will be monitored by assigned security officers who maintain constant one-to-one visual observation, 24 hours a day, until the detainee is released from suicide watch. The assigned security officer makes a notation every 15 minutes on the behavioral observation checklist (Key: X10)	The facility utilizes two levels of suicide watch, ranging from constant observation with 15 minute documentation, to staggered observation not to exceed every 15 minutes.		

<b>This UCAP has been reviewed and concurred with by an ERO field office official equivalent to an AFOD or above.</b>	
<b>Reviewer Name (Printed):</b>	<b>Reviewed Date:</b>
<b>Reviewer Title (Printed):</b>	

**Department of Homeland Security**  
Immigration and Customs Enforcement: Office of Enforcement and Removal Operations

**This UCAP has been reviewed and concurred with by an ERO field office official equivalent to an AFOD or above.**  
Reviewer Signature (for printed form submission):

Department of Homeland Security  
Immigration and Customs Enforcement: Office of Enforcement and Removal Operations

## ICE Uniform Corrective Action Plan



**ICE HQ USE ONLY: (DO NOT EDIT\*)**

Review Date: 1/8/2015	DETLOC: PIKCOPA	Review Purpose: Annual
Complete and Return to ICE HQ No Later Than: 4/7/2015		Review Type: PBNDS 2008 G324 G72
Facility Corrective Action Plan/Assigned To: PHI		
Facility Name: PIKE COUNTY CORRECTIONAL FACILITY		
Address: 175 PIKE COUNTY BOULEVARD		
City: LORDS VALLEY		State: PA Zip Code: 18428
County: PIKE		
Document Key: 289	Form Key (Version): 9	
Document Name: PIKCOPA 01_08_2015 Annual UCAP KEY 289.doc		

\*If Edits are required, contact ICE HQ for an updated form:

**FIELD OFFICE USE: (Updates Permitted, Field Entry Required)**

Date of Final Submission: (Use following format for dates: mm/dd/yyyy)

Form Date: 01-27-2014

**Department of Homeland Security**  
**Immigration and Customs Enforcement: Office of Enforcement and Removal Operations**

**Instructions for Corrective Action Response**

Provide a detailed description of the corrective action taken by the facility to address each of the deficiencies identified in the review. Please ensure that each corrective action corrects the noted deficiency to the fullest extent possible. In the event a deficiency cannot be corrected within the authorized timeline, an explanation is required in the "Corrective Actions" column. The explanation should include a work around solution while pending final resolution, and an approximate completion date. If an extension is needed, the Field Office must contact the appropriate DND staff member with this request in advance of the specified timelines for submission.

*\*Exceptions to this timeline may be granted for necessary construction and staffing requirements, but will require an estimated completion date and temporary "work around" as part of the approved UCAP. Serious life and safety issues must be corrected immediately.*

Suicide Prevention and Intervention (Key: X)				
This Detention Standard protects detainees' health and well-being by training staff to prevent suicide by recognize potential signs and situations of risk and to intervene with appropriate sensitivity, supervision, referral, and treatment.				
Item No.	Component	Deficiency Identified	Corrective Action	Projected Completion Date
1	PRIORITY: Suicidal detainees should be housed in a room that has been made as suicide resistant as possible. Security staff shall ensure that the area for suicide observation is initially inspected so that there are no objects that pose a threat to the detainee's safety. (Key: X08)	Suicidal detainees are housed in cell 4 in the intake area. The cell contains a concrete slab approximately six inches high that has three cutouts on each side with a metal bar. These bars are used for securing restraints but could also be used to tie onto in a suicide. There is also a metal light fixture approximately four feet long attached to the wall six to seven feet off the floor. A noose could be attached to this fixture. The facility has a memorandum from the contract psychiatrist stating that he approved the cell for suicide watches and that it is as suicide resistant as possible.	We will institute cell structure modifications to include removing the mirror from cell #4, and replacing the light fixture with a ceiling/corner mount light fixture. We conclude that these changes will address the perceived deficiency and establish clear compliance with this detention standard. We also note that we possess a memorandum from our contract psychiatrist who approves of the use of cell #4 for suicidal inmates, which was obtained prior to the additional impending structural upgrades. Upgrades were completed on 07/14/2015.	6/1/2015
2	Suicidal detainees will be monitored by assigned security officers who maintain constant one-to-one visual observation, 24 hours a day, until the detainee is released from suicide watch. The assigned security officer makes a notation every 15 minutes on the behavioral observation checklist. (Key: X10)	The facility utilizes two levels of suicide watch, ranging from constant observation with 15 minute documentation, to staggered observation not to exceed every 15 minutes.	Policy and Procedure updates have been implemented which clearly delineate the specific requirements for suicide watches initiated for actively suicidal inmates, and mental health watches. We conclude that these updates eliminate the perceived deficiency and comply with this detention standard.	3/17/2015

**This UCAP has been reviewed and concurred with by an ERO field office official equivalent to an AFOD or above.**

Reviewer Name (Printed): \_\_\_\_\_ Reviewed Date: \_\_\_\_\_



The Nakamoto Group, Inc.

January 7, 2016

TO: Tae D. Johnson  
Assistant Director for Detention Management

FROM: John E. Hahn  
Lead Compliance Inspector  
The Nakamoto Group, Inc.

SUBJECT: **Annual Detention Inspection of the Pike County Correctional Facility**

The Nakamoto Group, Inc. performed an annual inspection for compliance with the ICE Performance-Based National Detention Standards (PBNDS) 2008 of the Pike County Correctional Facility in Lords Valley, PA during the period of January 5-7, 2016. This is an IGSA facility.

The inspection was performed under the guidance of John E. Hahn, Lead Compliance Inspector. Team Members were:

Subject Matter Field	Team Member
Security	E. Richard Bazzle
Detainee Rights	John E. Hahn
Medical Care	Susan J. Martin
Safety	Michael Young

#### **Type of Inspection**

This is a scheduled annual inspection, which is performed to determine overall compliance with the ICE PBNDS 2008 for Over 72 hour facilities. The facility received a previous rating of Meets Standards during the January 2015 inspection.

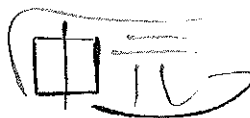
#### **Inspection Summary**

The Pike County Correctional Facility is currently accredited by:

- The American Correctional Association (ACA) - No
- The National Commission on Correctional Health Care (NCCHC) - Yes
- The Joint Commission (TJC) - No
- Prison Rape Elimination Act (PREA) - Yes

#### **Standards Compliance**

The following information is a summary of the standards that were reviewed and overall compliance that was determined as a result of the 2015 and 2016 PBNDS 2008 compliance annual inspections:



The Nakamoto Group, Inc.

<b>2015 Inspection</b>		<b>2016 Inspection</b>	
Meets Standards	40	Meets Standards	40
Deficient	0	Deficient	0
At-Risk	0	At-Risk	0
Repeat Deficiency	0	Repeat Deficiency	0
Not Applicable	1	Not Applicable	1

The inspection team identified four (4) deficient components in the following four (4) standards:

- Admission and Release - 1
- Food Service - 1
- Medical Care - 1
- Suicide Prevention and Intervention - 1, which is a repeat deficiency

#### **Facility Snapshot/Description**

The Pike County Correctional Facility is owned by the Pike County government and provided oversight by the Pike County Prison Board. The facility is located in rural northeastern Pennsylvania approximately 40 miles east of Scranton. The facility houses adult male and female detainees of all security levels for the local county, the U.S. Marshals Service and ICE. The count on the first day of the inspection was 315 consisting of 166 ICE detainees (165 male and 1 female), 143 Pike County detainees (111 male and 32 female) and 6 male U.S. Marshals Service detainees. The average length of stay for an ICE detainee is 95 days. The facility is a two-story direct supervision jail that houses detainees in cells only. Juvenile or youthful offenders are not housed at this jail. There are nine separate housing units. ICE detainees are intermingled with non-ICE detainees throughout the facility according to classification level and were housed in all housing units (with the exception of the protective custody unit) during the inspection.

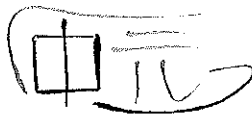
A 24-hour roving security post is established in the hallway outside of the housing units. Every housing unit has video camera coverage, the images of which are displayed on monitors in the central control center. Housing areas provide adequate open space, and each has a television viewing area, telephone banks, tables, and seating. The nine housing units are located on two separate floors. The atmosphere throughout the facility is relaxed and detainees were witnessed frequently engaging the staff and each other without hesitation. The inspection team found the detainees to be calm with no obvious indicators of high stress levels present.

Facility employees conducted themselves professionally during all interactions with the inspection team. Interactions between officers and detainees were positive and unrestrained, without apparent animosity or resentment. The twelve ICE detainees that participated in confidential interviews felt safe at the facility and stated that the officers treat them well. Interviews with three LEP detainees indicated that they had no issues communicating with staff. Medical services are provided by PrimeCare Medical Inc. ICE detainees do not incur medical co-payments. All other services are provided by Pike County employees.

#### **Areas of Concern/Significant Observations**

There were no areas of concern or significant observations.





The Nakamoto Group, Inc.

### **Recommended Rating and Justification**

The Lead Compliance Inspector recommends that the facility receive a rating of Meets Standards. The facility complies with the ICE Performance-Based National Detention Standards (PBNDS) 2008. No (0) standards were found Does Not Meet Standards and one (1) standard was Not Applicable (N/A). All remaining forty (40) standards were found to be in compliance.

### **LCI Assurance Statement**

The findings of Meets Standards and Does Not Meet Standards are accurately and completely documented on the G-324 Inspection Form and are supported by documentation in the inspection file. An out brief was conducted at the facility and in addition to the entire Nakamoto Group, Inc. Inspection Team, the following were present:

- ICE Officials – SDDOs David Clark and Paul Posluszny from the Philadelphia Field Office
- Facility Staff - Warden Craig A. Lowe, Assistant Wardens Jonathan J. Romance and Bob McLaughlin, Lieutenants Erik M. Campos and Robert Serrano and Health Services Administrator Jackie Gregory

John E. Hahn, Lead Compliance Inspector  
Printed Name of LCI

January 7, 2016  
Date

## ICE Uniform Corrective Action Plan



**ICE HQ USE ONLY: (DO NOT EDIT\*)**

Review Date: 1/7/2016	DETLOC: PIKCOPA	Review Purpose: Annual
Complete and Return to ICE HQ No Later Than: 3/31/2016		Review Type: PBNDS 2008 G324 072
Facility Corrective Action Plan Assigned To: PHI		
Facility Name PIKE COUNTY CORRECTIONAL FACILITY		
Address 175 PIKE COUNTY BOULEVARD		
City: LORDS VALLEY	State: PA	Zip Code: 18428
County PIKE		
Document Key: 390	Form Key (Version): 9	
Document Name: PIKCOPA_01_07_2016_Annual_UCAP_KEY_390.doc		

\*If Edits are required, contact ICE HQ for an updated form.

**FIELD OFFICE USE: (Updates Permitted, Field Entry Required)**

Date of Final Submission: (Use following format for dates: mm/dd/yyyy)

Form Date: 01-27-2014

**Department of Homeland Security**  
**Immigration and Customs Enforcement: Office of Enforcement and Removal Operations**

**Instructions for Corrective Action Response**

Provide a detailed description of the corrective action taken by the facility to address each of the deficiencies identified in the review. Please ensure that each corrective action corrects the noted deficiency to the fullest extent possible. In the event a deficiency cannot be corrected within the authorized timeline, an explanation is required in the "Corrective Actions" column. The explanation should include a work around solution while pending final resolution, and an approximate completion date. If an extension is needed, the Field Office must contact the appropriate DMD staff member with this request in advance of the specified timelines for submission.

***\*Exceptions to this timeline may be granted for necessary construction and staffing requirements, but will require an estimated completion date and temporary "work around" as part of the approved UCAP. Serious life and safety issues must be corrected immediately.***

<b>Admission and Release (Key: D)</b>				
This Detention Standard protects the community, detainees, staff, volunteers, and contractors by ensuring secure and orderly operations when detainees are admitted to or released from a facility.				
Item No.	Component	Deficiency Identified	Corrective Action	Projected Completion Date
1	Staff shall not routinely require a detainee to remove clothing or require a detainee to expose private parts of his or her body to search for contraband. (Key: D05)	During the admissions process, intake personnel routinely require a detainee to remove clothing to thoroughly search for contraband during the admissions process. This practice was confirmed by checking the detention files of twenty detainees; including files of sixteen low security detainees. All twenty detainee detention files had documentation showing supervisory approval to conduct an unclothed search to search for contraband.	PCCF conducts unclothed searches during the intake process in accordance with PENDS 2008 and all previously inspected and approved facility SOP. All unclothed searches are conducted after a detainee meets the established criteria, and/or provides written consent. Every detainee is offered the opportunity to sign a consent form. If they do not meet the criteria for an unclothed search they have an option to decline an unclothed search and sign the unclothed search form indicating they decline. These documents are routinely reviewed by the Onsite DSM and there have been no findings of undocumented unclothed searches during the intake process. The PCCF unclothed search protocol has been reviewed during a previous standards compliance inspection resulting in a request, which was implemented, for PCCF to add verbiage to the unclothed search consent form which specifically states: "My voluntary consent to the unclothed search is not a result of fraud, duress, fear, or intimidation."	1/1/2013
				1/7/2016
<b>Food Service (Key: T)</b>				
This Detention Standard ensures that detainees are provided a nutritionally balanced diet that is prepared and presented in a sanitary and hygienic food service operation.				
Item No.	Component	Deficiency Identified	Corrective Action	Projected Completion Date

**Department of Homeland Security**  
**Immigration and Customs Enforcement: Office of Enforcement and Removal Operations**

2	Food service staff and detainee workers involved in cooking shall ensure that potentially hazardous foods are cooked at the required safe temperatures, as listed in the Detention Standard on Food service. (Key: T19)	Review of the current log documenting food temperatures confirmed that the foods are prepared within safe temperature guidelines; however, several individual logs reviewed within the past year were missing documented temperatures.	Food temperatures were taken by Food Production Supervisors but in certain instances were not documented accordingly. Food Service staff members involved in these digressions received both discipline and remediation. There have been no further issues noted.	3/1/2016	3/1/2016
<b>Medical Care (Key: V)</b>					
This Detention Standard ensures that detainees have access to a continuum of health care services, including prevention and health education, so that their health care needs are met in a timely and efficient manner.					
Item No.	Component	Deficiency Identified	Corrective Action	Projected Completion Date	Date Completed
3	The facility administrative health authority must ensure that a plan is developed that provides for continuity of medical care in the event of a change in detention placement or status. Upon transfer to another facility or release, the medical provider shall ensure that all relevant medical records and at least 7 days (or, in the case of TB medications, 15 days) supply of medication shall accompany the detainee. (Key: V50)	Per the HSA, and as documented in medical records, transfer or discharge plans are made as appropriate and relevant medical records and are sent with the detainee. However, only a three-day supply of medication, or in the case of an unusual medication, the on-hand supply of medication, is sent with the detainee. During the inspection, policy was rewritten to require that a seven-day supply of medication be sent with detainee.	As indicated in the UCAP, the finding was corrected on the spot. The corrective action has been verified by SDDO Clark.	1/7/2016	1/7/2016
<b>Suicide Prevention and Intervention (Key: X)</b>					
This Detention Standard protects detainees' health and well-being by training staff to prevent suicide by recognize potential signs and situations of risk and to intervene with appropriate sensitivity, supervision, referral, and treatment.					
Item No.	Component	Deficiency Identified	Corrective Action	Projected Completion Date	Date Completed
4	Suicidal detainees will be monitored by assigned security officers who maintain constant one-to-one visual observation, 24 hours a day, until the detainee is released from suicide watch. The assigned security officer makes a notation every 15 minutes on the behavioral observation checklist. (Key: X10)	Detainees who are actively suicidal undergo constant one-to-one observation by security staff. This observation is documented every ten minutes on the suicide watch log form. Detainees who remain suicidal, and who are at a medium to high risk, may be stepped-down to a Level One observation suicide watch, which entails a staggered (not constant) watch, not to exceed fifteen minutes. This is a repeat deficiency.	PCCF and ERO is in the process of modifying the IGSA to adopt the 2011 standards for Suicide Prevention only. 09/09/16: Contract modification was issued authorizing the rate increase. This, new rate will take effect when mental health professional is hired.	11/30/2016	Pending

**This UCAP has been reviewed and concurred with by an ERO field office official equivalent to an AFOD or above.**

**Reviewer Name (Printed):** Stewart L. Gingerich, Jr

**Reviewed Date:** 9/21/2016

**Department of Homeland Security**  
Immigration and Customs Enforcement: Office of Enforcement and Removal Operations

<b>This UCAP has been reviewed and concurred with by an ERO field office official equivalent to an AFOD or above.</b>	
<b>Reviewer Title (Printed):</b> AFOD	
<b>Reviewer Signature (for printed form submission):</b>	

*\* Field Entry Required*

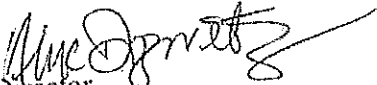
Office of Professional Responsibility  
Inspections and Detention Oversight  
Office of Detention Oversight  
950 L'Enfant Plaza, SW  
Washington, D.C. 20536



**U.S. Immigration  
and Customs  
Enforcement**

March 7, 2016

MEMORANDUM FOR: Tae Johnson  
Assistant Director  
Office of Detention Management

FROM: Nina F. Dozoretz   
Deputy Division Director  
Office of Detention Oversight

SUBJECT: Closeout Report  
Pike County Correctional Facility

The Office of Professional Responsibility (OPR), Office of Detention Oversight (ODO), conducted a compliance inspection of the Pike County Correctional Facility in Lords Valley, PA from March 1-3, 2016. The attached Closeout Report contains items discussed during the closeout briefing conducted on Thursday, March 3, 2016.

The Closeout Report serves as a summary of the findings and items discussed with the facility and Office of Enforcement and Removal Operations (ERO) management staff at the conclusion of the inspection. This report is intended to provide the facility and ERO senior management with a summary of the preliminary findings.

Attached is a PDF file of the Pike County Correctional Facility Closeout Report for dissemination to your designated field managers. If you wish to discuss the report findings, please contact me, at (202) 732-0522.

Attachment

**OFFICE OF DETENTION OVERSIGHT  
PIKE COUNTY CORRECTIONAL FACILITY  
CLOSEOUT REPORT  
March 7, 2016**

The Office of Detention Oversight (ODO) conducted a compliance inspection of the Pike County Correctional Facility (PCCF) in Lords Valley, PA, March 1-3, 2016. ODO reviewed PCCF's compliance with the Performance-Based National Detention Standards 2008. Following the inspection, ODO discussed the following issues with both the Office of Enforcement and Removal Operations (ERO) and PCCF staff during a closeout briefing on Thursday, March 3, 2016. This document includes preliminary findings and areas requiring immediate attention. This document is not inclusive of all findings; additional findings may appear in ODO's final report.

**Environmental Health and Safety**

- Facility is not conducting quarterly fire drills for all locations (VII)(D). *The facility initiated corrective action during the inspection.*
- Facility is not evacuating all detainees during their quarterly fire drills for all locations (VII)(D)(2).

**Medical Care**

- Facility does not consistently perform intake tuberculosis screening by means of a chest xray or tuberculin skin test within 12 hours for new arrivals (V)(C)(2).<sup>1</sup>
- The clinical medical authority does not consistently review intake screening forms to assess priority for detainee treatment (V)(I)(1).<sup>2</sup>
- Facility is not performing initial dental screening exams (V)(M).<sup>3</sup> *The facility initiated corrective action during the inspection.*
- Facility fails to document all medication administered to detainees (V)(P).
- Facility fails to consistently obtain informed consent from detainees for administration of psychotropic medications (V)(T).<sup>4</sup> *The facility initiated corrective action during the inspection.*
- All detention staff do not receive cardiopulmonary (CPR), automated external defibrillator (AED), and emergency first aid training annually (V)(O).<sup>5</sup>

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<sup>1</sup> Priority Component

<sup>2</sup> Priority Component

<sup>3</sup> Priority Component

<sup>4</sup> Priority Component

<sup>5</sup> Priority Component

Department of Homeland Security  
Immigration and Customs Enforcement  
Office of Enforcement and Removal Operations

***Uniform Corrective Action Plan***



**ICE Uniform Corrective LIFE/SAFETY Action Plan (ODO Reviews)**

Facility Name	Pike County Correctional Facility – PBND 2008
Address (Street and Name)	175 Pike County Boulevard
City, State and Zip Code	Lords Valley, PA 18428
County	Pike
Date[s] of Facility Review	March 1-3, 2016
Complete and Return to ICE HQ No Later Than:	March 17, 2016

Facility Corrective Action Plan Assigned to	
Date of Final Submission: <b>INSERT DATE HERE</b>	

FOR OFFICIAL USE ONLY (LAW ENFORCEMENT SENSITIVE)  
*Report produced on July XX, 2012*



Department of Homeland Security  
Immigration and Customs Enforcement  
Office of Enforcement and Removal Operations

**Instructions for Corrective Action Response**

Provide a detailed description of the corrective action taken by the facility to address each of the deficiencies identified in the Office of Detention Oversight review. We understand that many of the identified deficiencies were from a subject who was in custody at the facility in the past. Please indicate on the UCAP what corrective actions were put in place to remedy the deficiencies and **provide documentation supporting the corrective actions to DSCU (scanned PDF)**. Please ensure that each corrective action corrects the noted deficiency to the fullest extent possible. In the event a deficiency cannot be corrected within the authorized timeline, an explanation is required in the "Corrections Made" column. The explanation should include a work around solution while pending final resolution, and an approximate completion date. If an extension is needed, the Field Office must contact the appropriate DMD staff member with this request in advance of the specified timelines for submission.

*\*Exceptions to this timeline may be granted for necessary construction and staffing requirements, but will require an estimated completion date and temporary "work around" as part of the approved UCAP. Serious life and safety issues must be corrected immediately.*

ICE Uniform Corrective Action Plan Template (ODO Reviews)			
Facility Name (AOR)			
<u>Standard</u>	<u>Deficiency</u>	<u>Corrections Made</u>	<u>Date Corrected</u>
Medical Care (V)(C)(2)	Facility does not consistently perform intake tuberculosis screening by means of a chest x-ray or tuberculin skin test within 12 hours for new arrivals.		

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Report produced on July XX, 2012

**Department of Homeland Security  
Immigration and Customs Enforcement  
Office of Enforcement and Removal Operations**

Medical Care (V)(D)(1)	The clinical medical authority does not consistently review intake screening forms to assess priority for detainee treatment		
Medical Care (V)(M)	Facility is not performing initial dental screening exams		
Medical Care (V)(P)	Facility fails to document all medication administered to detainees		
Medical Care (V)(T)	Facility fails to consistently obtain informed consent from detainees for administration of psychotropic medications.		
Medical Care (V)(O)	All detainee staff do not receive cardiopulmonary (CPR), automated external defibrillator (AED), and emergency first aid training annually.		

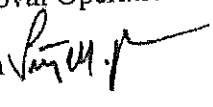
FOR OFFICIAL USE ONLY (LAW ENFORCEMENT SENSITIVE)  
Report produced on July XX, 2012



**U.S. Immigration  
and Customs  
Enforcement**

MAY 25 2016

MEMORANDUM FOR: Thomas Homan  
Executive Associate Director  
Enforcement and Removal Operations

FROM: Timothy M. Moynihan   
Assistant Director  
Office of Professional Responsibility

SUBJECT: Compliance Inspection  
Pike County Correctional Facility

The Office of Professional Responsibility (OPR), Office of Detention Oversight (ODO) conducted a Compliance Inspection of the Pike County Correctional Facility in Lords Valley, Pennsylvania, from March 1-3, 2016. The attached report contains ODO's findings.

This report documents inspection results and serves as an official record. It is intended to provide senior management with an evaluation of the facility's compliance with the ICE Performance-Based National Detention Standards 2011, field office compliance with detention review procedures, and the effectiveness and efficiency of the Detention Standards Compliance Program.

Attached is a PDF file of the Pike County Correctional Facility report for dissemination to your designated field managers. If you wish to discuss the report findings, please contact Deputy Division Director Nina Dozoretz, OPR ODO, at (202) 732-0522.

Attachment



**U.S. Department of Homeland Security**  
Immigration and Customs Enforcement  
Office of Professional Responsibility  
Inspections and Detention Oversight Division  
Washington, DC 20536-5501

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**Office of Detention Oversight  
Compliance Inspection**

**Enforcement and Removal Operations  
ERO Philadelphia Field Office  
Pike County Correctional Facility  
Lords Valley, PA**

**March 1-3, 2016**

# COMPLIANCE INSPECTION for the PIKE COUNTY CORRECTIONAL FACILITY Lords Valley, Pennsylvania

## TABLE OF CONTENTS

<b>EXECUTIVE SUMMARY</b>	
Overall Findings.....	2
Findings by Performance-Based National Detention Standard (PBNDS) 2008 Major Categories .....	3
<b>INSPECTION PROCESS</b> .....	4
<b>DETAINEE RELATIONS</b> .....	5
<b>INSPECTION FINDINGS</b>	
<b>SAFETY</b>	
Environmental Health and Safety .....	9
<b>CARE</b>	
Medical Care .....	9
<b>JUSTICE</b>	
Law Libraries and Legal Material.....	10

\* \* \* \*

### INSPECTION TEAM MEMBERS

Lee A. Crawley	Inspections and Compliance Specialist (Team Lead)	ODO
Tanya Suggs	Inspections and Compliance Specialist	ODO
Franco Reyes	Inspections and Compliance Specialist	ODO
Jim Cooper	Contractor	Creative Corrections
Joyce Jorgenson	Contractor	Creative Corrections
Bill Davis	Contractor	Creative Corrections
Bobby Compton	Contractor	Creative Corrections

## EXECUTIVE SUMMARY

The Office of Detention Oversight (ODO) conducted a compliance inspection of the Pike County Correctional Facility (PCCF) in Lords Valley, Pennsylvania, from March 1 to 3, 2016.<sup>1</sup> PCCF opened in December 1995 and is owned by Pike County, PA and operated by the Pike County Sheriff Department. The Office of Enforcement and Removal Operations (ERO) began housing detainees at PCCF in January 1996 pursuant to an Intergovernmental Service Agreement (IGSA), under the oversight of ERO's Field Office Director (FOD) in Philadelphia.

ERO staff members are assigned to the facility. A Detention Services Manager is assigned part-time to the facility. A Warden is responsible for oversight of daily facility operations and is supported by 125 personnel. The PrimeCare Inc. provides medical care and PCCF provides food services. The facility holds no accreditations at the time of inspection.

Capacity and Population Statistics	Quantity
ICE Detainee Bed Capacity <sup>2</sup>	200
Average ICE Detainee Population <sup>3</sup>	145
Male Detainee Population (as of 03/01/2016)	142
Female Detainee Population (as of 03/01/2016)	1

## OVERALL FINDINGS

In September 2013, ODO conducted an inspection of the PCCF under the Performance-Based National Detention Standards (PBNDS) 2008. ODO reviewed the facility's compliance with 23 standards and found the facility compliant with 11 standards. ODO found 22 deficiencies in the remaining 12 standards, five of which were priority components.

Inspection Results Compared	FY 2013 (PBNDS 2008)	FY2016 (PBNDS 2008)
Standards Reviewed	23	15
Deficient Standards	12	3
Overall Number of Deficiencies	22	9
Deficient Priority Components	5	4
Corrective Actions Initiated	N/A	3

In FY2016, ODO conducted an inspection of the PCCF under the Performance-Based National Detention Standards (PBNDS) 2008. ODO reviewed the facility's compliance with 15 standards and found the facility compliant with 12 standards. ODO found nine deficiencies in the remaining three standards, four of which were priority components. Finally, ODO identified three opportunities where the facility initiated corrective action.<sup>4</sup>

<sup>1</sup> Male and female detainees with low, medium, and high security classification levels are detained at the facility for longer than 72 hours.

<sup>2</sup> Data Source: ERO Facility List Report as of February 29, 2016.

<sup>3</sup> Ibid.

<sup>4</sup> Corrective actions, where immediately implemented, best practices and ODO recommendations, as applicable, have been identified in the Inspection Findings section and annotated with a "C", "BP" or "R", respectively.

# FINDINGS BY PBNDS 2008 MAJOR CATEGORIES

PBNDS 2008 STANDARDS INSPECTED <sup>5</sup>	DEFICIENCIES
<b>Part 1 – Safety</b>	2
1.2 - Environmental Health and Safety	
<b>Part 2 – Security</b>	0
2.1 - Admission and Release	0
2.2 - Classification System	0
2.5 - Funds and Personal Property	0
2.11 - Sexual Abuse and Assault Prevention and Intervention	0
2.12 - Special Management Units	0
2.13 - Staff-Detainee Communication	0
2.15 - Use of Force and Restraints	2
<b>Sub-Total</b>	
<b>Part 4 – Care</b>	0
4.1 - Food Service	6
4.3 - Medical Care	0
4.6 - Suicide Prevention and Intervention	6
<b>Sub-Total</b>	
<b>Part 5 – Activities</b>	0
5.6 - Telephone Access	0
<b>Sub-Total</b>	
<b>Part 6 – Justice</b>	0
6.1 - Detainee Handbook	0
6.2 - Grievance System	1
6.3 - Law Libraries and Legal Material	1
<b>Sub-Total</b>	9
<b>Total Deficiencies</b>	

<sup>5</sup> For greater detail on ODO's findings, see the *Inspection Findings* section of this report.

## INSPECTION PROCESS

Every fiscal year, the Office of Detention Oversight (ODO), a unit within U.S. Immigration and Customs Enforcement's (ICE) Office of Professional Responsibility (OPR), conducts compliance inspections at detention facilities in which detainees are accommodated for periods in excess of 72 hours and with an average daily population greater than ten to determine compliance with the ICE National Detention Standards (NDS) 2000, or the Performance-Based National Detention Standards (PBNDS) 2008 or 2011, as applicable.

During the compliance inspection, ODO reviews each facility's compliance with those detention standards that directly affect detainee health, safety, and/or well-being.<sup>6</sup> Any violation of written policy specifically linked to ICE detention standards, ICE policies, or operational procedures that ODO identifies is noted as a deficiency. ODO also highlights any deficiencies found involving those standards that ICE has designated under either the PBNDS 2008 or 2011, to be "priority components."<sup>7</sup> Priority components have been selected from across a range of detention standards based on critical importance, given their impact on facility security and/or the health and safety, legal rights, and quality of life of detainees in ICE custody.

Immediately following an inspection, ODO hosts a closeout briefing in person with both facility and ERO field office management to discuss their preliminary findings, which are summarized and provided to ERO in a preliminary findings report. Thereafter, ODO provides ERO with a final compliance inspection report to: (i) assist ERO in working with the facility to develop a corrective action plan to resolve identified deficiencies; and (ii) provide senior ICE and ERO leadership with an independent assessment of the overall state of ICE detention facilities. The reports enable senior agency leadership to make decisions on the most appropriate actions for individual detention facilities nationwide.

<sup>6</sup> ODO reviews the facility's compliance with selected standards in their entirety.

<sup>7</sup> Priority components have not been identified for the NDS.



## DETAINEE RELATIONS

ODO interviewed 28 detainees, each of whom volunteered to participate. None of the detainees made allegations of mistreatment or discrimination. The majority of detainees reported being satisfied with facility services, with the exception of the allegations below:

- *Admission and Release:* Seven detainees alleged they were issued stained undergarments during admission.
  - Action Taken: ODO interviewed facility staff, reviewed policy and personally checked the condition of clothing during processing and found the issued items to be clean and stain free but not new. Facility policy states that if a detainee's clothing becomes torn or stained it is the detainee's responsibility to submit a request for the clothing to be exchanged on a one for one item basis. This exchange process is accomplished daily at the facility, as laundry is done seven days per week. None of the detainee's detention files contained request forms to exchange clothing; however, in response to ODO's inquiry, the facility offered the detainees the opportunity to exchange their clothing per facility policy.
- *Sexual Abuse and Assault Prevention and Intervention:* Detainee alleged verbal abuse in the form of sexual harassment from a facility staff member during an interview with ODO staff.
  - Action Taken: ODO immediately reported this allegation to facility staff. Facility staff initiated an investigation during the inspection, reported this allegation to ERO staff, who subsequently reported this allegation to the Joint Intake Center.
- *Medical Care:* Detainee alleged that while at the facility he received improper treatment for an inflamed retina. He further alleged that since his initial treatment in January 2016 and his subsequent visit to the Emergency Room (ER) in February 2016, he has lost eyesight in the eye.
  - Action Taken: ODO reviewed the detainees' medical file and found on February 9, 2016 medical services staff sent the detainee to the ER, concerned about the detainee's complaint of vision loss. He was given eye drops and sent back, with an ophthalmology follow-up appointment scheduled for the next day. The ophthalmologist diagnosed "inflamed right eye" and released him on eye drops, and the detainee raised no further complaints about his eye during the rest of the inspection.

- *Medical Care:* Detainee alleged medication is withheld from him in retaliatory fashion when he misses medical calls.

- o Action Taken: ODO reviewed the detainee's medical record and found that although the detainee did need diabetes medication, he did not appear for his pill call time and thus did not receive the medication. Medical services subsequently instructed the detainee on the medication distribution policy, explaining that he is supposed to receive his oral diabetic medication at specific time intervals to allow sufficient time before the next dose can be administered.

- *Medical Care:* Detainee alleged he needs a special diet to resolve a facial outbreak he experienced upon his arrival at the facility. The detainee also alleged he has an ingrown toenail that needs to be removed.

- o Action Taken: ODO spoke to medical staff regarding the detainee's request for a special diet. Medical staff stated that special diets are only ordered for chronic care patients and those with allergies.

Medical staff evaluated the detainee in the clinic on March 1, 2016 and found he did not have a chronic medical condition or allergies that required a special diet. Medical staff also evaluated the detainee's ingrown toenail, on March 1, 2016 and prescribed him daily betadine foot soaks for one week. The detainee was scheduled for a follow-up appointment with the provider on March 10, 2016.

- *Medical Care:* Detainee alleged that his chipped tooth is not being taken care of by medical services.

- o Action Taken: ODO reviewed the medical file and found on Christmas Eve the detainee fell face first into his bunk, pushing his teeth into his gum. He was transferred to emergency room care where his teeth were pulled down, but one tooth was chipped. Detainee was evaluated and informed by the facility dentist on January 8, 2016, who applied a temporary filling into the chipped area and advised the detainee that, although one was needed, he cannot do root canals.

The Health Service Administrator (HSA) consulted with on-site ERO staff to identify a dentist in New Jersey who could take the case. The HSA submitted a request to ICE Health Service Corps (IHSC) for approval for a dental referral and the name of the dentist. Medical services subsequently informed the detainee of his dental appointment with the outside dentist.

- *Medical Care:* Detainee alleged the facility told him he does not qualify for liver treatment.

- o Action Taken: ODO reviewed the detainee's files and interviewed medical staff. On March 1, 2016, the facility conducted a comprehensive chemistry panel that shows the liver enzyme levels did not meet criteria for hepatitis treatment;

however, the detainee did receive additional testing on March 16<sup>th</sup> and more laboratory work was conducted on March 22, 2016<sup>8</sup>.

- *Medical Care:* Detainee alleged the facility has not addressed his dental issues.
  - Action Taken: ODO interviewed medical staff and reviewed the detainee's medical file. The facility received the detainee's first dental service sick call request on February 23, 2015. The detainee was scheduled to see the dentist on March 4, 2016.
- *Medical Care:* Detainee alleged the facility has not addressed his hand fracture.
  - Action Taken: ODO interviewed the medical staff and reviewed the detainee's medical file. On January 5, 2016, the facility physician evaluated the detainee for complaints of right hip and right hand pain related to a sports injury that occurred years ago. Medical services informed the detainee he was scheduled for an orthopedic consult for March 28, 2016<sup>9</sup>.
- *Medical Care:* Detainee alleged he was approved for a partial knee replacement, but the facility has not addressed his request to see a specialist.
  - Action Taken: ODO interviewed medical staff and reviewed the detainee's medical file. ICE did not tell the detainee he was approved for knee replacement. On October 12, 2015, the facility medical doctor evaluated the detainee for complaints of knee pain. The detainee was provided a neoprene knee sleeve for support. The physician assistant ordered x-rays of the knee on February 29, 2016, and the detainee was subsequently seen by the physician assistant on March 17, 2016. The detainee was offered assistive devices, i.e. a cane, which the detainee refused. Medical services scheduled the detainee for an orthopedic consult in April 2016. The detainee was instructed to submit a sick call slip if he experienced further knee pain.
- *Medical Care:* Detainee alleged he endured two heart attacks, and the facility has not addressed his cardiomyopathy. He also alleged he has leg problems. The detainee said he fears he will die at the facility as a result of poor medical treatment.
  - Action Taken: ODO reviewed the detainee's medical file and interviewed medical staff. On November 5, 2015, chronic care clinics evaluated his history of cardiomyopathy. The HSA reported that treatment authorization requests were submitted to IHSC to refer the detainee to an outside specialist who was approved by IHSC on December 16, 2015, and an appointment was scheduled for December 31, 2015. However, just prior to the appointment, the cardiologist

<sup>8</sup> Medical services provided detainee his blood work results on March 23, 2016.

<sup>9</sup> The detainee was released from the facility on March 7, 2016.

cancelled the appointment due to personal reasons. The next available appointment with this cardiologist was in March 2016. As a result, the HSA arranged an appointment with an alternative provider for February 5, 2016. However, the detainee was transferred to York County Prison in York, Pennsylvania on January 14, 2016 and was returned to this facility on February 11, 2016, six days after the February 5<sup>th</sup> appointment. ODO contacted IHSC on March 9, 2016 and was informed by IHSC that the detainee is stable and is scheduled for a cardiology consultation on March 30, 2016.

- *Medical Care:* Detainee requesting a follow-up appointment regarding his neck x-rays.
  - Action Taken: ODO was informed by medical staff that the x-ray was taken February 29, 2016 and results of the x-ray will be reviewed and followed-up with the detainee on March 3, 2016.
- *Detainee Handbook:* Detainee alleged he did not receive a copy of the detainee handbook upon admittance.
  - Action Taken: ODO reviewed the detainee's file and obtained a copy of a detainee handbook receipt. The receipt was signed and dated by the detainee during admission.
- *Grievance System:* Detainee alleged facility staff responded, in an untimely manner, close to fourteen days after he filed a grievance for opened legal mail.
  - Action Taken: ODO reviewed the detainee's file and found a grievance filed on January 5, 2016 for opened legal mail. The report stated the envelope was not marked as legal mail, did not have a return address and had a suspicious substance on it. On January 6, 2016, facility staff filed an informal inmate grievance resolution for the incident. On January 13, 2016, a second grievance was filed for the same incident by the detainee. The facility responded the same day with the same incident details and denied the detainee's grievance. On February 15, 2016 an appeal was filed by the detainee. The appeal was denied by the facility the same day.
- *Law Libraries and Legal Material:* Detainee alleged staff delivered his legal mail opened.
  - Action Taken: ODO reviewed the detainee detention file and found a grievance was filed for opened legal mail on January 16, 2016; the facility responded to the grievance on January 18, 2016. ODO concluded the facility searched the mail for contraband because the envelope was unmarked and did not have a return address.

# INSPECTION FINDINGS

## SAFETY

### ENVIRONMENTAL HEALTH AND SAFETY (EH&S)

Facility is not conducting quarterly fire drills for all locations (**Deficiency EH&S-1<sup>10</sup>**).

*Corrective Action:* The facility initiated corrective action during the inspection by modifying its policy requiring that fire drills be conducted in accordance with the standard (C-1).

Facility is not evacuating all detainees during their quarterly fire drills for all locations (**Deficiency EH&S-2<sup>11</sup>**).

## CARE

### MEDICAL CARE (MC)

The clinical medical authority does not consistently review intake screening forms to assess priority for detainee treatment (**Deficiency MC-1<sup>12</sup>**).

Facility does not consistently perform intake tuberculosis screening by means of a chest x-ray or tuberculin skin test within 12 hours for new arrivals (**Deficiency MC-2<sup>13</sup>**).

Facility is not performing initial dental screening exams (**Deficiency MC-3<sup>14</sup>**).

*Corrective Action:* The facility initiated corrective action during the inspection by adding a section to the electronic medical record to prompt medical staff to perform initial dental screening exams (C-2).

Facility does not consistently document medication administered to detainees (**Deficiency MC-4<sup>15</sup>**).

<sup>10</sup> "Fire drills shall be conducted and documented at least quarterly in all facility locations including administrative areas." See ICE PBNDS 2008, Standard, Environmental Health and Safety, Section (VII)(D).

<sup>11</sup> "Detainees shall be evacuated during fire drills, except: in areas where security would be jeopardized; in medical areas where patient health could be jeopardized; or in individual cases when evacuation of patients is logistically not feasible. Staff shall simulate drills in areas where detainees are not evacuated." See ICE PBNDS 2008, Standard, Environmental Health and Safety, Section (VII)(D)(2).

<sup>12</sup> "Initial medical, dental, and mental health screening shall be done within 12 hours of arrival by a health care provider or a detention officer specially trained to perform this function." See ICE PBNDS 2008, Standard, Medical Care, Section (V)(I)(1). **This is a priority component.**

<sup>13</sup> "All new arrivals shall receive TB screening within 12 hours of intake and using methods in accordance with CDC guidelines...." See PBNDS 2008, Standard, Medical Care, Section (V)(C)(2). **This is a priority component.**

<sup>14</sup> "An initial dental screening exam shall be performed within 14 days of the detainee's arrival." See ICE PBNDS 2008, Standard, Medical Care, Section (V)(M).

<sup>15</sup> "Written records of all medication given to detainees shall be maintained." See ICE PBNDS 2008, Standard, Medical Care, Section (V)(P).

Not all detention staff receive cardiopulmonary (CPR), automated external defibrillator (AED), and emergency first aid training annually (**Deficiency MC-5<sup>16</sup>**).

Facility failed to consistently obtain signed informed consent forms for the administration of psychotropic medication (**Deficiency MC-6<sup>17</sup>**).

*Corrective Action:* The facility initiated corrective action during the inspection by having their medical care service provider, PrimeCare, Inc., develop and implement a specific consent form to document this treatment (**C-3**).

## **JUSTICE**

### **LAW LIBRARIES AND LEGAL MATERIAL (LL&LM)**

ODO observed the Law Library Usage and Legal Material policies and procedures are not posted in the Law Library (**Deficiency LL&LM-1<sup>18</sup>**).

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<sup>16</sup> "All detention staff shall receive cardio pulmonary resuscitation (CPR, AED), and emergency first aid training annually...." See ICE PBND 2008, Standard, Medical Care, Section (V)(O). **This is a priority component.**

<sup>17</sup> "For any additional procedure, a separate documented informed consent will be obtained." See ICE PBND 2008, Standard, Medical Care, Section (V)(T). **This is a priority component.**

<sup>18</sup> "These policies and procedures shall also be posted in the law library along with a list of the law library's holdings." See ICE PBND 2008, Standard, Law Libraries and Legal Material, Section (V)(O).

Department of Homeland Security  
Immigration and Customs Enforcement  
Office of Enforcement and Removal Operations

**Uniform Corrective Action Plan**



**ICE Uniform Corrective LIFE/SAFETY Action Plan (ODO Reviews)**

Facility Name Pike County Correctional Facility – PBND 2008

Address (Street and Name) 175 Pike County Boulevard

City, State and Zip Code Lordsburg, NM 87030

County Pike

Date[s] of Facility Review March 1-3, 2016

Complete and Return to ICE HQ No Later Than: March 17, 2016

Facility Corrective Action Plan Assigned to

Date of Final Submission:  
INSERT DATE HERE

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Department of Homeland Security  
Immigration and Customs Enforcement  
Office of Enforcement and Removal Operations

**Instructions for Corrective Action Response**

Provide a detailed description of the corrective action taken by the facility to address each of the deficiencies identified in the Office of Detention Oversight review. We understand that many of the identified deficiencies were from a subject who was in custody at the facility in the past. Please indicate on the UCAP what corrective actions were put in place to remedy the deficiencies and **provide documentation supporting the corrective actions to DSCU (scanned PDF)**. Please ensure that each corrective action corrects the noted deficiency to the fullest extent possible. In the event a deficiency cannot be corrected within the authorized timeline, an explanation is required in the "Corrections Made" column. The explanation should include a work around solution while pending final resolution, and an approximate completion date. If an extension is needed, the Field Office must contact the appropriate DMD staff member with this request in advance of the specified timelines for submission.

*\*Exceptions to this timeline may be granted for necessary construction and staffing requirements, but will require an estimated completion date and temporary "work around" as part of the approved UCAP. Serious life and safety issues must be corrected immediately.*

ICE Uniform Corrective Action Plan Template (ODO Reviews)			
Facility Name (AOR)			
<u>Standard</u>	<u>Deficiency</u>	<u>Corrections Made</u>	<u>Date Corrected</u>
Medical Care (V)(C)(2)	Facility does not consistently perform intake tuberculosis screening by means of a chest x-ray or tuberculin skin test within 12 hours for new arrivals.	Intake tuberculosis screenings are completed within 12 hours for all new arrivals. Inmate of concern during recent ODO Inspection was an intra-system transfer, who arrived with a documented chest x-ray completed within less than 12 calendar months.	N/A

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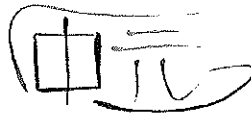
**Department of Homeland Security  
Immigration and Customs Enforcement  
Office of Enforcement and Removal Operations**

		The inmate was never released from custody; therefore, no additional testing was required.	
Medical Care (V)(D)(1)	The clinical medical authority does not consistently review intake screening forms to assess priority for detainee treatment	The Clinical Medical Authority has always reviewed all intake screening forms to assess priority for inmate treatment. See attached.	N/A
Medical Care (V)(M)	Facility is not performing initial dental screening exams	Initial Dental Screening Exams have always been completed as part of the Receiving Screening process. Dental Screening Exams are now completed during the Health Assessment as well. See attached.	3/3/2016
Medical Care (V)(P)	Facility fails to document all medication administered to detainees	Medication Administration Training, with an emphasis on MAR completion, to be reviewed with all health care personnel during April 2016 Medical Staff Meeting / In-Service.	4/14/2016
Medical Care (V)(T)	Facility fails to consistently obtain informed consent from detainees for administration of psychotropic medications.	Informed Consent Form developed and implemented for inmates receiving psychotropic medications. See attached.	3/3/2016
Medical Care (V)(O)	All detainee staff do not receive cardiopulmonary (CPR), automated external defibrillator (AED), and emergency first aid training annually.	All staff are certified in CPR, First Aid and AED. In addition to the certification, staff will receive annual training.	6/6/16

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Immigration and Customs Enforcement  
Office of Enforcement and Removal Operations**

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*Report produced on July XX, 2012*



The Nakamoto Group, Inc.

January 6, 2017

TO: Tae D. Johnson  
Assistant Director for Detention Management

FROM: Lynn Cahill-Masching  
Lead Compliance Inspector  
The Nakamoto Group, Inc.

SUBJECT: **Annual Detention Inspection of the Pike County Correctional Facility**

The Nakamoto Group, Inc. performed an annual inspection for compliance with the ICE Performance-Based National Detention Standards (PBNDS) 2008 and PBNDS 2011 Sexual Abuse and Assault Prevention and Intervention (SAAPI) of the Pike County Correctional Facility in Lords Valley, PA during the period of January 4-6, 2017. This is an IGSA facility.

The inspection was performed under the guidance of Lynn Cahill-Masching, Lead Compliance Inspector. Team Members were:

Subject Matter Field	Team Member
Security	Benjamin G. Bower
Detainee Rights	L. Cahill-Masching
Medical Care	Roque R. Tamaray
Safety	Michael Young
Quality Medical Care	Susan J. Martin

### **Type of Inspection**

This is a scheduled annual inspection, which is performed to determine overall compliance with the ICE PBNDS 2008 and PBNDS 2011 SAAPI for Over 72 hour facilities. The facility received a previous rating of Meets Standards during the January 2016 inspection.

### **Inspection Summary**

The Pike County Correctional Facility is currently accredited by:

- The American Correctional Association (ACA) - No
- The National Commission on Correctional Health Care (NCCHC) - Yes
- The Joint Commission (TJC) - No
- Prison Rape Elimination Act (PREA) - Yes



The Nakamoto Group, Inc.

## Standards Compliance

The following information is a summary of the standards that were reviewed and overall compliance that was determined as a result of the 2016 and 2017 PBNDS 2008 compliance annual inspections:

<i><b>2016 Inspection</b></i>	
Meets Standards	40
Deficient	0
At-Risk	0
Repeat Deficiency	0
Not Applicable	1

<i><b>2017 Inspection</b></i>	
Meets Standards	40
Deficient	0
At-Risk	0
Repeat Deficiency	0
Not Applicable	1

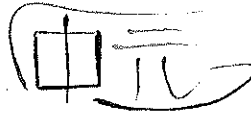
The inspection team identified no deficient components

## Facility Snapshot/Description

The Pike County Correctional Facility is owned by the Pike County government and provided oversight by the Pike County Prison Board. The facility is located in rural northeastern Pennsylvania approximately 40 miles east of Scranton. The facility houses adult male and female detainees of all security levels for the local county and the U.S. Marshals Service. The facility houses male ICE detainees of all custody levels. The facility has a capacity of 375 beds. The count on the first day of the inspection was 334 consisting of 211 male ICE detainees, 113 Pike County detainees (76 males and 37 females) and ten male U.S. Marshals Service detainees. The average length of stay for an ICE detainee is 67 days. The facility is a two-story direct supervision jail. There are nine separate housing units. ICE detainees are intermingled with non-ICE detainees according to classification level.

A 24-hour roving security post is established outside of the housing units. Every housing unit has video camera coverage, the images of which are displayed on monitors in the central control center. Housing areas provide adequate open space, and each has a television viewing area, telephone banks, tables, and seating. The nine housing units are located on two separate floors. The atmosphere throughout the facility is relaxed. The inspection team found the detainees to be calm with no obvious indicators of high stress levels present.

Facility employees conducted themselves professionally during all interactions with the inspection team. Security officers and program services staff were knowledgeable in the administration of detention standards. Interactions between officers and detainees were positive and unrestrained. No less than seventy detainee interviews were conducted. The medical subject matter experts reviewed 120 files. Without exception, detainees stated that they felt safe. Confidential detainee interviews yielded no concerns. Detainees stated that officers treat them well and answer their questions knowledgeably. Interviews with LEP detainees indicated that they had no issues communicating with staff and knew how to communicate



The Nakamoto Group, Inc.

with ICE officers. The only repeated issue concerned stained undergarments. The inspection team observed the undergarments located in the clean laundry and property room. While the undergarments were not new, there was no indication that undergarments were unsuitable for wear. The detainees are requesting new undergarments. Medical services are provided by PrimeCare Medical Inc. ICE detainees do not incur medical co-payments. All other services are provided by Pike County employees. Sanitation levels were observed to be excellent.

#### **Areas of Concern/Significant Observations**

There were no areas of concern or significant observations.

#### **Recommended Rating and Justification**

The Lead Compliance Inspector recommends that the facility receive a rating of Meets Standards. The facility complies with the ICE Performance-Based National Detention Standards (PBNS) 2008. No (0) standards were found Does Not Meet Standards and one (1) standard was Not Applicable (N/A). All remaining forty (40) standards were found to be in compliance.

#### **LCI Assurance Statement**

The findings of Meets Standards and Does Not Meet Standards are accurately and completely documented on the G-324 Inspection Form and are supported by documentation in the inspection file. An out brief was conducted at the facility and in addition to the entire Nakamoto Group, Inc. Inspection Team, the following were present:

- ICE Officials – AFOD Stewart Gingerich, SDDO Paul Posluszny, SDDO David Clark, DSM Paul Cunningham
- Facility Staff – Sheriff Phil Bueki, Warden Craig A. Lowe, Assistant Warden Jonathan J. Romance, Assistant Warden Bob McLaughlin, Lieutenant Todd Schweyer, PrimeCare Vice-President Derrick Hughes, and Health Services Administrator Kendel Jemiola

Lynn Cahill-Masching, Lead Compliance Inspector  
Printed Name of LCI

January 6, 2017  
Date

U.S. Department of Homeland Security  
500 12<sup>th</sup> Street, SW  
Washington, DC 20536



U.S. Immigration  
and Customs  
Enforcement

MEMORANDUM FOR: Jennifer D. Ritchey  
(A) Field Office Director  
Philadelphia Field Office  
MAY 31 2017

FROM: *Jay M. Brooks*  
Tad D. Johnson  
Assistant Director for Custody Management

SUBJECT: Pike County Correctional Facility Annual Review 2017

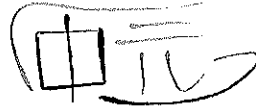
The annual review of Pike County Correctional Facility conducted on January 4-6, 2017 in Lords Valley, Pennsylvania has been received. A final rating of **Meets Standards** is assigned.

The Field Office Director must complete the following action in accordance with the Detention Management Control Program (DMCP):

- 1) Notify the facility of the final rating **within** five (5) business days of receipt of this memorandum. Notification shall include copies of the Form G-324A Detention Facility Review Form, the G-324A Worksheet, LCI Summary Memorandum, and a copy of this memorandum.

Should you or your staff have any questions regarding this matter, please contact Jay M. Brooks, Deputy Assistant Director, Detention Management Division at (202) 732-3249.

cc: Official File



The Nakamoto Group, Inc.

February 15, 2018

TO: Tae D. Johnson  
Assistant Director for Detention Management

FROM: Jack T. Hartwig  
Lead Compliance Inspector  
The Nakamoto Group, Inc.

SUBJECT: **Annual Inspection of the Pike County Correctional Facility**

The Nakamoto Group, Inc. performed an annual inspection for compliance with the ICE Performance-Based National Detention Standards (PBNDS 2008 / SAAP 2011) of the Pike County Correctional Facility in Lords Valley, PA during the period of February 13-15, 2018. This is an IGSA facility.

The annual inspection was performed under the guidance of Jack T. Hartwig, Lead Compliance Inspector. Team Members were:

Subject Matter Field	Team Member
Security	Robin Knab
Detainee Rights	Jack T. Hartwig
Medical Care	Wilfredo P. Acosta
Safety	Howard Skolnik
Medical Care	Max Boehringer

#### Type of Inspection

This is a scheduled annual inspection, which is performed to determine overall compliance with the ICE PBNDS 2008 for Over 72 hour facilities.

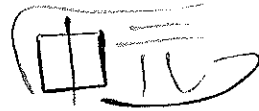
#### Inspection Summary

The Pike County Correctional Facility is currently accredited by:

- The American Correctional Association (ACA) – No
- The National Commission on Correctional Health Care (NCCCHC) – Yes
- The Joint Commission (TJC) – No
- Prison Rape Elimination Act (PREA) – Yes

#### Standards Compliance

The following information is a summary of the standards that were reviewed and overall compliance that was determined as a result of the 2017 and 2018 PBNDS compliance annual inspections:



The Nakamoto Group, Inc.

2017 Annual Inspection	
Meets Standards	40
Deficient	0
At-Risk	0
Repeat Deficiency	0
Not Applicable	1

2018 Annual Inspection	
Meets Standards	40
Deficient	0
At-Risk	0
Repeat Deficiency	0
Not Applicable	1

The inspection team identified one (1) deficient component in the following standard:

Sexual Abuse and Assault Prevention and Intervention - 1

#### Facility Snapshot/Description

The Pike County Correctional Facility is owned by Pike County and is provided oversight by the Pike County Prison Board. The facility is located in rural northeastern Pennsylvania approximately eighty miles northwest of New York City. The facility houses adult male ICE detainees, adult male and female U.S. Marshals Service detainees and adult male and female Pike County detainees. The facility houses detainees of all custody levels. The facility has a capacity of 375 beds. During the inspection the average daily population of the facility was 307 of which 171 were ICE detainees. The average length of stay for an ICE detainee is 100 days.

The facility is a two-story building consisting of eleven separate dormitory style housing units. ICE detainees are intermingled with non-ICE detainees. Housing is assigned by classification level. All housing units are managed by direct supervision and supported by roving officers and camera surveillance. All detainee movement is escorted.

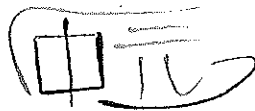
The secure perimeter of the jail consists of exterior walls of the building supplemented by intermittent sections of twelve-foot j-bar fencing enhanced by razor ribbon on the top and bottom. These features combine to encircle the entire compound. Surveillance cameras give full perimeter coverage and are constantly monitored by control center personnel. There is a paved perimeter road around the entire complex patrolled by an unarmed officer twice each shift.

Indoor and outdoor recreation is provided daily to general population detainees. Housing areas provide dayroom space, adequate restroom facilities and seating areas for their maximum occupancy. Television viewing, decks of cards, board games and recreation equipment for the outside recreation are provided by each housing unit officer upon request.

The facility is very clean and orderly. Housing units were quiet and behaved. Officers and command staff were knowledgeable of the daily schedule and protocols to follow during normal and emergency situations. Interaction between staff and detainees was open and direct.

Private and public interviews were held with forty-three detainees in the housing units and common areas. Four detainees registered medical complaints about access to care. All were reviewed by health care personnel with the medical care inspector. All of the detainees had been previously seen, had already been provided proper medical attention or were pending scheduled testing. All of their concerns were addressed. There were no other substantive concerns registered.





The Nakamoto Group, Inc.

Medical services are provided by PrimeCare Medical, Inc. All other services are provided by Pike County employees.

#### **Areas of Concern/Significant Observations**

There were no areas of concern or significant observations.

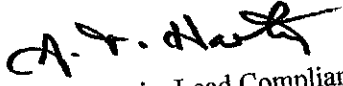
#### **Recommended Rating and Justification**

The Lead Compliance Inspector recommends that the facility receive a rating of Acceptable. The facility complies with the ICE Performance-Based National Detention Standards (PBNDS 2008). No (0) standards were found Deficient and one (1) standard was Not Applicable (N/A). All remaining forty (40) standards were found to be in compliance.

#### **LCI Assurance Statement**

The findings of compliance and non-compliance are accurately and completely documented on the G-324A Inspection Form and are supported by documentation in the inspection file. An out brief was conducted at the facility and in addition to the entire Nakamoto Group, Inc. Inspection Team, the following were present:

- ICE Officials – AFOD Stewart L. Gingerich, SDDO David W. Clark and SDDO Paul Posluszny from the Philadelphia Field Office
- Facility Staff – Warden Craig A. Lowe, Assistant Warden John Romance, Assistant Warden Robert McLaughlin and representatives from the health care and maintenance departments.

  
Jack T. Hartwig, Lead Compliance Inspector

February 15, 2018

Date

Printed Name of LCI

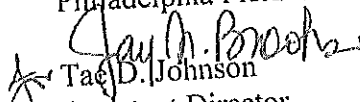


U.S. Immigration  
and Customs  
Enforcement

MEMORANDUM FOR: Gregory S. Brawley  
(A) Field Office Director  
Philadelphia Field Office

MAR 20 2018

FROM:

  
Tae D. Johnson  
Assistant Director  
Custody Management

SUBJECT: Pike County Correctional Facility Review 2018

The Annual Detention Inspection of the Pike County Correctional Facility completed on February 15, 2018 in Lords Valley, Pennsylvania has been received. A final rating of **Meets Standard** is assigned.

The Field Office Director must complete the following actions in accordance with the Detention Management Control Program (DMCP):

- 1) Notify the facility of the final rating **within** five (5) business days of receipt of this memorandum. Notification shall include copies of the Form G-324A Detention Facility Review Form, the G-324A Worksheet, LCI Summary Memorandum, and a copy of this memorandum.

Should you or your staff have any questions regarding this matter, please contact Jay M. Brooks, Deputy Assistant Director, Detention Management Division at (202) 732-3249.

cc: Official File

**Department Of Homeland Security  
Immigration and Customs Enforcement**

Detention Review Summary Form  
Facilities Used Over 72 hours

**A. Type of Facility Reviewed**

- ☐ ICE Service Processing Center  
☐ ICE Contract Detention Facility  
☒ ICE Intergovernmental Service Agreement

**B. Current Inspection**

Type of Inspection  
☐ Field Office ☒ HQ Inspection

Date[s] of Facility Review  
02/13/2018 - 02/15/2018

**C. Previous/Most Recent Facility Review**

Date[s] of Last Facility Review  
01/04/2017 - 01/06/2017

Previous Rating  
☒ Meets Standards ☐ Does Not Meet Standards

**D. Name and Location of Facility**

Name  
Pike County Correctional Facility  
Address (Street and Name)  
175 Pike County Boulevard  
City, State and Zip Code  
Lords Valley, PA 18428  
County  
Pike  
Name and Title of Facility Administrator  
(Warden/OIC/Superintendent)  
Craig A. Lowe, Warden  
Telephone # (Include Area Code)  
(570) 775-5500  
Field Office / Sub-Office (List Office with oversight responsibilities)  
Philadelphia / Pike County  
Distance from Field Office  
135 miles / local

**E. ICE Information**

Name of Inspector (Last Name, Title and Duty Station)  
Hartwig / LCI / Detainee Rights SME / Nakamoto Group  
Name of Team Member / Title / Duty Location  
Acosta / Medical SME / Nakamoto Group  
Name of Team Member / Title / Duty Location  
Skolnik / Safety SME / Nakamoto Group  
Name of Team Member / Title / Duty Location  
Knab / Security SME / Nakamoto Group  
Name of Team Member / Title / Duty Location  
Boehringer / Medical SME / Nakamoto Group

**F. CDF/IGSA Information Only**

Contract Number  
679-92-002  
Date of Contract or IGSA  
11/28/16  
Basic Rates per Man-Day  
\$83.41  
Other Charges: (If None, Indicate N/A)  
N/A; N/A; N/A;

Estimated Man-days Per Year  
113,698

**G. Accreditation Certificates**

List all State or National Accreditation[s] received:  
NCCHC

☐ Check box if facility has no accreditation[s]

**H. Problems / Complaints (Copies must be attached)**

The Facility is under Court Order or Class Action Finding  
☐ Court Order ☐ Class Action Order

The Facility has Significant Litigation Pending  
☐ Major Litigation ☐ Life/Safety Issues

☒ Check if None.

**I. Facility History**

Date Built  
1995  
Date Last Remodeled or Upgraded  
2001  
Date New Construction / Bedspace Added  
N/A  
Future Construction Planned  
☐ Yes ☒ No Date: N/A  
Current Bedspace  
375  
Future Bedspace (# New Beds only)  
Number: N/A Date: N/A

**J. Total Facility Population**

Total Facility Intake for previous 12 months  
1,280  
Total ICE Mandays for Previous 12 months  
62,925

**K. Classification Level (ICE SPCs and CDFs Only)**

	L-1	L-2	L-3
Adult Male	N/A	N/A	N/A
Adult Female	N/A	N/A	N/A

**L. Facility Capacity**

	Rated	Operational	Emergency
Adult Male	327	N/A	N/A
Adult Female	48	N/A	N/A

☐ Facility holds Juveniles Offenders 16 and older as Adults

**M. Average Daily Population**

	ICE	USMS	Other
Adult Male	176.8	7	95.5
Adult Female	0	0	32.5

**N. Facility Staffing Level**

Security:  
85  
Support:  
41

### Significant Incident Summary Worksheet

For The Nakamoto Group to complete its review of your facility, the following information must be completed prior to the scheduled review dates. The information on this form should contain data for the past twelve months in the boxes provided. The information on this form is used in conjunction with the ICE Detention Standards in assessing your Detention Operations against the needs of the ICE and its detained population. This form should be filled out by the facility prior to the start of any inspection. Failure to complete this section will result in a delay in processing this report and the possible reduction or removal of ICE<sup>1</sup> detainees at your facility.

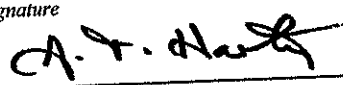
Incidents		Description	Jan – Mar	Apr – Jun	Jul – Sept	Oct – Dec
Assault: Offenders on Offenders <sup>1</sup>	Types (Sexual <sup>2</sup> , Physical, etc.)	0	0	0	2/P	
	With Weapon	0	0	0	0	
	Without Weapon	0	0	0	2	
		0	0	0	0	
Assault: Detainee on Staff	Types (Sexual Physical, etc.)	0	0	0	0	
	With Weapon	0	0	0	0	
	Without Weapon	0	0	0	0	
		0	0	0	0	
Number of Forced Moves, incl. Forced Cell moves <sup>3</sup>		2	0	0	0	
Disturbances <sup>4</sup>		0	0	0	0	
Number of Times Chemical Agents Used		4	0	1	3	
Number of Times Special Reaction Team Deployed/Used		0	0	0	0	
# Times Four/Five Point Restraints applied/used	Number/Reason (M=Medical, V=Violent Behavior, O=Other)	1/V	0	0	0	
	Type (C=Chair, B=Bed, BB=Board, O=Other)	C	0	0	0	
Number of Times Canines Used in Facility		0	0	0	0	
Offender / Detainee Medical Referrals as a result of injuries sustained.		0	0	0	0	
Escapes	Attempted	0	0	0	0	
	Actual	0	0	0	0	
Grievances:	# Received	21	16	5	8	
	# Resolved in favor of Offender/Detainee	0	1	0	0	
Deaths	Reason (V=Violent, I=Illness, S=Suicide, A=Attempted Suicide, O=Other)	0	0	0	0	
	Number	0	0	0	0	
Psychiatric / Medical Referrals	# Medical Cases referred for Outside Care	17	17	16	21	
	# Psychiatric Cases referred for Outside Care	0	0	0	0	

1 Any attempted physical contact or physical contact that involves two or more offenders  
 2 Oral, anal or vaginal penetration or attempted penetration involving at least 2 parties, whether it is consenting or non-consenting  
 3 Routine transportation of detainees/offenders is not considered "forced"  
 4 Any incident that involves four or more detainees/offenders, includes gang fights, organized multiple hunger strikes, work stoppages, hostage situations, major fires, or other large-scale incidents.

DHS/ICE Detention Standards Review Summary Report					
1. Meets Standards		2. Does Not Meet Standards		3. Repeat Finding	4. Not Applicable
	1	2	3	4	
<b>PART 1 SAFETY</b>					
1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>PART 2 SECURITY</b>					
4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
17	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
18	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>PART 3 ORDER</b>					
19	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>PART 4 CARE</b>					
20	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
21	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
22	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
23	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
25	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>PART 5 ACTIVITIES</b>					
26	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
27	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
28	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
29	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
30	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
31	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
32	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
33	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>PART 6 JUSTICE</b>					
34	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
35	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
36	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
37	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>PART 7 ADMINISTRATION &amp; MANAGEMENT</b>					
38	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
39	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
40	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
41	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## LCI Review Assurance Statement

By signing below, the Lead Compliance Inspector (LCI) certifies that all findings of noncompliance with policy or inadequate controls contained in the Inspection Report are supported by evidence that is sufficient and reliable. Furthermore, findings of noteworthy accomplishments are supported by sufficient and reliable evidence. Within the scope of the review, the facility is operating in accordance with applicable law and policy, and property and resources are efficiently used and adequately safeguarded, except for the deficiencies noted in the report.

Lead Compliance Inspector: (Print Name)	Signature
Jack T. Hartwig	
Title & Duty Location	Date
Lead Compliance Inspector/Detainee Rights SME, The Nakamoto Group, Inc.	02/15/2018

### Team Members

Print Name, Title, & Duty Location	Print Name, Title, & Duty Location
Wilfredo P. Acosta, Medical SME, The Nakamoto Group, Inc.	Howard Skolnik, Safety SME, The Nakamoto Group, Inc.
Print Name, Title, & Duty Location	Print Name, Title, & Duty Location
Robin Knab, Security SME, The Nakamoto Group, Inc.	Max Boehringer, Medical SME, The Nakamoto Group, Inc.

**Recommended Rating:**

- ☒ **Meets Standards**  
☐ **Does Not Meet Standards**

**Comments:** The significant incident summary worksheet data includes all populations housed in the facility. None of the offender on offender assaults or detainee on staff assaults noted in the incident summary worksheet resulted in substantive injury to any of the parties involved, and none of those incidents involved an ICE detainee.

During this inspection period there were eleven use of force incidents on ICE detainees reported where officers used force to subdue or control a detainee. Three of these incidents were calculated uses of force. In all incidents, appropriate medical attention was administered immediately following each use of force incident. Policy and procedural requirements were followed. There were no substantive injuries in any of these incidents. All use of force incidents were fully documented and reviewed by senior staff.

There were no ICE detainee escapes or deaths. There were no serious suicide attempts during this inspection period. There are no medical co-pays.

There were three ICE detainees on hunger strike during this inspection period. All of the hunger strikes were very short in duration. The detainees were evaluated daily by medical staff. A review of their medical records indicated that the practices of the facility adhered to the requirements of the standard.

There were nine sexual assault allegations during this inspection period; seven of them involved ICE detainees. Of the seven ICE incidents, three were unfounded and four were unsubstantiated. The other two incidents involved Pike County detainees of which one was unfounded and one was unsubstantiated. All of these incidents were handled in accordance with the specific requirements of the SAPPI standard.

The facility does not have Tasers on its equipment inventory. The only chemical agent authorized for use is OC (oleoresin capsicum)/pepper spray. Choke holds, carotid control holds and neck restraints are prohibited. The facility does not have a canine unit and does not permit their use inside the facility.

# **COMPREHENSIVE HEALTH SERVICES AGREEMENT**

(Extension of the Comprehensive Health Services Agreement dated 01/01/09)

**THIS AGREEMENT** is entered into between the County of Pike, Commonwealth of Pennsylvania (hereinafter, "County") and PrimeCare Medical, Inc., a Pennsylvania professional Corporation with offices located at 3940 Locust Lane, Harrisburg, Pennsylvania 17109 (hereinafter, "Company").

## **WITNESSETH:**

**WHEREAS**, the County is charged pursuant to federal and state law with the responsibility for providing comprehensive health care services for all persons committed to the care, custody and control of the Pike County Correctional Facility (hereinafter, "Facility"); and

**WHEREAS**, the County's goal is to operate a health care program in accordance with applicable law and the standards established by the National Commission on Correctional Health Care (NCCHC) and maintain NCCHC accreditation for the term of the Agreement; and

**WHEREAS**, Company is in business solely to provide health care services, through properly licensed employees and independent professionals, to inmates/patients in prisons, jails and juvenile detention centers; and

**WHEREAS**, Company has been providing such services at Facility for the past seventeen (17) years and desires to continue to do so; and

**WHEREAS**, County desires to accept that offer, as detailed hereinafter.

**NOW, THEREFORE**, in consideration of the covenants and promises set forth below and for other valuable consideration, and intending to become legally bound thereby, the parties agree as follows:

1. **Scope of Services.** Company agrees to provide mental health, dental, medical and related health care services to the inmate/patient population at the Facility in accordance with the existing Comprehensive Health Services Agreement of January 1, 2009 and the Technical and Pricing Proposal, dated December 4, 2008 except as noted below and/or as modified in this Agreement.
2. **Effective Date and Term of Agreement.** The effective date of this Agreement shall be January 1, 2014. The term of the Agreement shall be for a period of five (5) years, concluding on December 31, 2018. This Agreement may be terminated sooner than this date only in accordance with the provisions of paragraph 4 of the existing Comprehensive Health Services Agreement.



3. Compensation.

YEAR	ANNUAL TOTAL	MONTHLY TOTAL	PERCENT INCREASE	ADP	PER DIEM	REVERSE PER DIEM
01/01/2014 - 12/31/2014	\$724,284.72	\$60,357.06	0.00%	265	\$4.34	\$2.17
01/01/2015 - 12/31/2015	\$742,391.84	\$61,865.99	2.50%	265	\$4.34	\$2.17
01/01/2016 - 12/31/2016	\$760,951.63	\$63,412.64	2.50%	265	\$4.34	\$2.17
01/01/2017 - 12/31/2017	\$781,877.80	\$65,156.48	2.75%	265	\$4.34	\$2.17
01/01/2018 - 12/31/2018	\$803,379.44	\$66,948.29	2.75%	265	\$4.34	\$2.17

The above contract pricing is based upon an average daily population of 265. Should this number of inmates/patients be exceeded, County agrees to pay an additional \$4.34 per day for each inmate/patient exceeding 265. In addition to a per diem charge for which the Facility is responsible if the number of inmates/patients exceeds 265, there shall be a reverse per diem in the event the population decreases below 265. In the event the average daily population drops below 265, the Facility shall have a daily credit of \$2.17 for each inmate/patient under that number until the average daily population decreases to 220. This credit may be used to off-set the amount of compensation due to Company in any single month.

\*Note: The above pricing does not include compensation for any psychiatric services under this Agreement. For any hours worked by Company for psychiatric services, Company shall invoice County on a monthly basis for each hour worked and shall be reimbursed at the rate of \$125.00 per hour. Additionally, the above pricing only includes compensation for basic mental health services for up to four (4) hours per week and for required sex offender treatment services for up to one and one half (1.5) hours per week. For any additional hours worked by Company for mental health services, Company shall invoice County on a monthly basis for each additional hour worked and shall be reimbursed at the rate of \$55.00 per hour.

4. Electronic Medical Records. Company shall implement and will utilize an electronic medical record system, known as CoreMR, at Facility. All information acquired shall be kept confidential in accordance with State Law, the Health Insurance Portability and Accountability Act (HIPAA), and NCCHC Standards.
5. Final Agreement of the Parties. This writing incorporates, by reference as if fully set forth within, the provisions of the existing Comprehensive Health Services Agreement of January 1, 2009 and the Technical and Pricing Proposal dated December 4, 2008 except as expressly stated in this Agreement. No modification of this Agreement shall be binding upon the parties hereto unless in writing and signed by both parties.
6. All Other Provisions Unaffected. All other provisions of the existing Agreement, not inconsistent with this Extension, shall remain in full force and effect.

"medical care" shall be deemed to encompass both psychiatric and psychological care, as well as dental care, consistent with the definition of "health care" contained at J-A-01 of Standards for Health Services in Jails published by the National Commission on Correctional Health Care, revised 2003 and as is likewise consistent with the definition of medical care as embodied in Pennsylvania law.

"Pike County Inmate" shall refer to inmates under the jurisdiction of Pike County pursuant to a commitment order from the Court of Common Pleas.

"Contract Inmate" shall refer to inmates transferred pursuant to agreement with the U.S. Marshall Service, Immigration and Naturalization Service, or other outside agency.

3. Licenses. PrimeCare Medical warrants that it is a Pennsylvania professional corporation authorized to do business in the Commonwealth of Pennsylvania and that it will obtain all licenses necessary to legally perform medical and health services within the Commonwealth of Pennsylvania and, more particularly, in Pike County, Lords Valley, Pennsylvania. PrimeCare Medical shall ensure that its employees and sub-contractors rendering services in the Facility shall possess all required licenses, including professional licenses, mandated by law, regulation, or both in order to render medical services within the Commonwealth of Pennsylvania and Pike County, Pennsylvania.
4. Length of Agreement. This Agreement is entered into for a five (5) year and twenty-three (23) days period, commencing on December 9, 2003 and concluding on December 31, 2008, unless sooner terminated as provided for in this Agreement.
5. Services To Be Provided By PrimeCare Medical. PrimeCare Medical covenants to provide the following health care services to the inmate population of the Facility, as delineated and limited hereinafter:
  - a) The responsibility of PrimeCare Medical for the health care of an adult inmate/detainee shall commence with the commitment of such an adult inmate/detainee into the custody of Pike County.
  - b) PrimeCare Medical will provide health care services for all adult inmate/detainees committed or transferred, for other than primarily medical reasons, to the custody of the facility, with the exception of those individuals hospitalized when any new Provider assumes responsibility upon termination or expiration of this Agreement.

- c) It is understood and agreed that PrimeCare Medical shall be the sole supplier and/or coordinator for all medical care affecting the Facility and, as such, PrimeCare Medical shall have the authority and responsibility for the implementation, modification and/or continuation of any and all health care programs for the Facility, excluding those programs agreed upon by PrimeCare Medical and Pike County.
- d) It is understood and agreed that any new medical program, not contemplated or enumerated in the Technical and Pricing Proposal or this Agreement, or modifications or reduction of on going medical programs which are so contemplated or enumerated to be implemented after the effective date of this Agreement, shall be conditioned upon the mutual written agreement of the County and PrimeCare Medical, which agreement shall extend to any additional or reduced costs as a result.
- e) PrimeCare Medical shall not be financially responsible for the cost of any medical treatment or health care service provided to any prisoner prior to formal booking and commitment to the Facility. In addition, PrimeCare Medical will not be financially responsible for the cost of any medical treatment or health care service necessitated by any "pre-commitment illness or injury" or provided to any prisoner who has not received medical clearance for commitment to the Facility by an authorized member of the staff of PrimeCare Medical. PrimeCare Medical's financial responsibility and responsibility for providing medical services shall end immediately upon the inmate's release from the custody of Pike County.
- f) PrimeCare Medical will not be responsible for providing elective medical care to inmates. As used in this Agreement, "elective medical care" shall mean medical care which, if not provided, would not, in the opinion of the PrimeCare Medical Corporate Medical Director, cause the inmate's health to deteriorate or cause definite harm to the inmate's well-being. Decisions concerning elective medical care shall be consistent with the applicable American Medical Association (AMA) Standards.
- g) PrimeCare Medical will not be responsible for inmates/detainees transferred for primarily medical reasons from any other Facility unless there exists a prior agreement with PrimeCare Medical.
- h) Inmates at the Pike County Correctional Facility who are already medically treated with any medical dialysis treatment regimen or who require any medical dialysis treatment over the tenure of this proposal are the financial responsibility of PrimeCare Medical; although these inmates will be placed on the PA State Renal Failure Act Program via Pike County Correctional Facility application and placement of these inmates in this program whenever possible.

- i) PrimeCare Medical shall not be responsible for any costs associated with injuries to inmates that occur while on Work Release or en route to or on return from Work Release. In addition, PrimeCare Medical shall not be responsible for medical costs incurred while an inmate is released from the facility on furlough status.
  - j) PrimeCare Medical shall be responsible for transporting and disposal of all medical waste from the correctional facility and shall further be responsible for all costs associated with disposal of medical waste.
  - k) Medical costs associated with inmates transferred to the Pike County Correctional Facility from other Facilities as a result of hearings, court, security, etc. are the financial responsibility of the Pike County Correctional Facility and/or transferring institution. In addition, staff or inmate drug/alcohol testing is not included within the pricing outlined at paragraph 6, infra. and must be separately negotiated between the parties.
6. Compensation For Services. PrimeCare Medical shall be compensated for its services, as follows:
- a) In order to coincide with the County's Fiscal Year, the existing contract price of \$250,116.59 annual or \$20,843.04 monthly and the per diem of \$4.25 shall be continued from December 8, 2003 thru December 31, 2003.
  - b) \$260,121.25 Annually / \$21,676.77 Monthly / \$4.25 Per Diem shall be charged for the first full year of the Agreement January 1, 2004 thru December 31, 2004. Per Diem Charge is activated if the Pike County Inmate (see Definition Section above) Average Daily Population exceeds 100 for the month. Per Diem charge for Contract Inmates shall be as follows: Per Diem charges will be activated at a rate of \$4.25 per inmate for United States Marshall Service detainees exceeding average daily population – ADP allowance of five (5) for the life of the contract. Per Diem charges will be activated at a rate of \$4.25 / inmate on all other contract inmates being housed at the Pike County Correctional Facility for the life of the contract. Pricing shall be deemed to include pages 57 through 60 of the Technical and Pricing Proposal, which has been incorporated by reference as if fully set forth in its entirety.
  - c) Annual contract price increases for years #2 through #5 of this contract shall be based upon the Consumer Price Index (CPI) for medical services, U.S. City Average for the region in which the Correctional Facility is located. The Base Price will be adjusted based on the CPI Index for October or the amounts shown below, whichever is lower. The increases below reflect the maximum increase (Per Diem amounts are fixed):

Year #2	01/01/05 – 12/31/05	4.0%	Per Diem \$4.25
Year #3	01/01/06 – 12/31/06	4.0%	Per Diem \$4.25
Year #4	01/01/07 – 12/31/07	4.0%	Per Diem \$4.25
Year #5	01/01/08 – 12/31/08	4.0%	Per Diem \$4.25

- d) PrimeCare Medical shall invoice the Facility Warden as of the first day of each month services are provided. Payment shall be made by Pike County by the fifteenth (15) day of each month services are provided.
- e) Any additional compensation to which PrimeCare Medical may be entitled as provided by this Agreement shall be payable by the end of the month following the occurrence or event triggering the right to such compensation, upon submission of appropriate invoices by PrimeCare Medical. Such invoices shall be for PrimeCare Medical's actual cost, including any and all discounted rates PrimeCare Medical may be able to obtain from subcontractors or other health care providers.

7. Indemnification. The parties agree to indemnify each other as hereinafter delineated and limited:

- a) PrimeCare Medical agrees to indemnify, hold harmless, and defend, Pike County, its agents, servants and employees, from any and all claims, actions, lawsuits, damages, judgments or liabilities of any kind whatsoever arising out of the operation and maintenance of the aforesaid program of services conducted by PrimeCare Medical, conditioned upon the express understanding of the parties that PrimeCare Medical shall provide the actual services and have complete and final responsibility for the services.
- b) Pike County agrees to indemnify, hold harmless and defend PrimeCare Medical, its agents, servants, employees and medical staff from any and all injuries, claims, actions, lawsuits, damages, judgments or liabilities of any kind whatsoever arising out of the operation and maintenance of the Facility, the custody of the inmates/detainees and all provisions for the physical security of all such PrimeCare Medical personnel.

- 8. Prison Security. PrimeCare Medical shall have no responsibility for the physical security of the Facility, or for the continuing custody of the inmates/detainees, which shall be the responsibility of Pike County and its correctional personnel. The County shall be entitled to take all reasonable and customary steps necessary to screen health care personnel, including appropriate background checks, in order that such personnel will not constitute a security risk to either the Facility or its inmates/detainees. If PrimeCare Medical shall submit a timely written recommendation to the Warden or his designee for services regarding any individual inmate/detainee or group of inmates/detainees, including, but not

limited to, transfers to health care facilities, or commitments under the appropriate Mental Health Act and if such recommendation should not be carried out by the Warden because of its impact upon the security of the Facility, its inmates and personnel, or other concerns within the jurisdiction of the Warden or his designee, then PrimeCare Medical shall thereby be indemnified and released from all responsibility with respect thereto. In addition, Pike County agrees not to confine any person in the facility medical unit for disciplinary reasons.

9. Exercise of Medical Autonomy. It is understood by the parties that, J-A-03 of Standards for Health Services in Jails of the National Commission on Correctional Health Care, decisions and actions regarding health care services provided to inmates are the sole responsibility of qualified health care personnel and cannot be compromised for security reasons; thus, all decisions involving the exercise of medical, mental health or dental judgment are the responsibility of PrimeCare Medical through its Corporate Medical Director. All non-emergency consults shall be reviewed by the Corporate Medical Director prior to scheduling of appointments.
10. Accreditation. PrimeCare Medical agrees to take and recommend such actions as necessary to maintain and renew accreditation by the National Commission on Correctional Health Care (NCCHC). These actions shall include the provision of written reports, on-site reviews, preparation of forms and applications and attendance at meetings as required by the Warden. The administration and staff at the Facility agrees to cooperate fully in preparing for accreditation and in conducting such activities as required by the accreditation program. Pike County shall be responsible for all fees associated with obtaining and maintaining NCCHC accreditation.
11. Professional Liability. PrimeCare Medical agrees to maintain professional liability insurance in amounts required by Pennsylvania law, including M Care Fund average, but in no event less than \$1 million per occurrence and \$3 million annual aggregate. In addition, PrimeCare medical will ensure that all physicians and other professional medical personnel with which it has subcontracted, actually rendering services inside the Facility to persons committed to the custody of Pike County, will possess similar insurance coverage.
12. Warden Satisfaction With Health Care Personnel. If the Warden becomes dissatisfied with any health care personnel provided by PrimeCare Medical pursuant to this Agreement, PrimeCare Medical, in recognition of the sensitive nature of correctional services and obvious security concerns, shall, following receipt of written notice from the Warden expressing reasons for any such dissatisfaction, exercise its best efforts to resolve the problem. PrimeCare Medical agrees to make every effort to accommodate the Warden within the confines of its professional responsibility. Should removal of an independent contractor, subcontractor, or assignee become necessary, which County shall have

the right to require PrimeCare Medical will, prior to removal, be granted reasonable time in which to find an acceptable replacement, unless delay would affect prison security.

13. Medical Records. Company agrees to maintain complete and accurate medical records on each inmate or detainee at the Pike County Correctional Facility who receives health care services during the period of this Agreement. It will guarantee through internal audit that these medical records meet all requirements imposed by NCCHC, the American Corrections Association (ACA), and Title 37 of the Pennsylvania Code. Medical records will be maintained in accordance with the privacy provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), as well as State Confidentiality Statutes and Regulations. Access to medical information will be limited to medical personnel in the daily performance of their duties and Pike County Correctional Facility Staff authorized for access by the Warden, pursuant to the required contractual agreement under HIPAA. Company shall be responsible for training and educating all of its staff in the recording, maintenance, security, and confidentiality of medical information.
14. Reports To Be Submitted To County. PrimeCare Medical shall submit monthly reports to designated representatives of the Facility concerning the overall operation of the Health Care program and on the specific health of the individuals committed to the custody of the Facility. PrimeCare Medical shall regularly confer with the designated representative of the Facility concerning existing health related procedures of the Facility, any proposed changes to these procedures, or other matters the parties deem appropriate. Unless notified otherwise in writing, the designated representative for liaison with PrimeCare Medical shall be the Warden of the facility or his designee.
15. Limitations on Catastrophic Liability. As set forth herein, the County shall share in the cost of medical treatment as a result of catastrophic situations, as follows:
  - a) PrimeCare Medical shall be liable only to the amount of \$5,000.00 for illness or injury per single adult inmate/detainee and \$10,000.00 in the aggregate for any contagious illness or injury affecting more than one (1) adult inmate/detainee arising from the same occurrence. For any contagious illness or injury affecting more than one adult inmate/detainee and which arises from the same occurrence, the aggregate of \$10,000.00 shall apply, which limits shall be applicable for 365 days following incurring of initial costs, as set forth below.
  - b) In addition, County agrees that PrimeCare Medical shall be liable only for the first \$10,000.00 for all medications, treatments and diagnostic testing relating to treatment for HIV and Acquired Immuno-Deficiency Syndrome (AIDS), Hepatitis A, B or C, or other infectious diseases, provided to the

total inmate/detainee population per year. Any costs in excess of the catastrophic limits delineated above shall be paid by PrimeCare Medical and reimbursed by the County within thirty (30) days of the submission of an invoice by the company. Catastrophic limits shall be calculated for the three hundred sixty-five (365) days following incurring of initial costs relating to the treatment of an adult inmate/detainee affected by such illness or injuries, excluding the infectious disease limitation which shall be based upon a contract year.

16. Inmates Outside the Custody or Jurisdiction of County. Notwithstanding anything to the contrary, the required medical services set forth above are intended to be provided solely for those adult inmates/detainees in the custody of Pike County. Such custody includes those adult inmates/detainees who are included in the daily population count of the Facility, such as adult inmates/detainees housed in the Facility, adult inmates/detainees under guard in outside locations, and adult inmates/detainees on work release or work detail who sleep at the Facility each night. Adult inmates/detainees in the custody of other police or jurisdictions are excluded from the population count and are not the responsibility of PrimeCare Medical. Nevertheless should Pike County continue to house inmates from the Immigration and Naturalization Service (INS), Federal Bureau of Prisons (BOP), U.S. Marshals Service, State Department of Corrections, or counties other than Pike within the Facility, medical services shall be provided and paid for by PrimeCare Medical, with proper reimbursement as set forth in this Agreement.
17. Inmate Health Care Covered by Insurance or Other Means of Reimbursement. (i.e. Workers Compensation, Medicare, VA, etc.) PrimeCare Medical shall consistently seek alternative means of payment for medical services in an attempt to contain Pike County and PrimeCare Medical's financial liabilities. When alternative means of payment are discovered, they shall be pursued. Any monies recovered through these efforts shall be reimbursed to PrimeCare Medical directly. PrimeCare Medical's success or failure in these efforts shall have no effect on their payments by Pike County to PrimeCare Medical as outlined in paragraph 6 of this Agreement.
18. Office Space. The County shall continue to provide, at its expense, suitable office space and adequate furnishings at the Facility, including an appropriate and fully equipped dental suite, for staff employed by or subcontracted by PrimeCare Medical. The County shall also provide all necessary utilities, including telephone equipment and calling services. The only exceptions shall be computer equipment and FAX equipment, which shall be PrimeCare Medical's responsibility.
19. Food, Linen and Other Services. The County shall provide food, linen and other maintenance services to the inmates/detainees, including those inmates/detainees



receiving contracted medical services. PrimeCare Medical shall be responsible for evaluating the need for and prescribing medically required special diets. The County shall be responsible for all costs associated with the provisions of these diets. In addition, the County shall be responsible for providing all other juices, foodstuffs and supplements including protein supplement necessary for PrimeCare Medical to administer said services.

20. Transportation. The County shall provide and pay for routine, non-emergency vehicle transportation of inmates/detainees between the Facility and any medical institution within the State of Pennsylvania, and between medical institutions, as PrimeCare Medical may deem necessary and appropriate for the medical care of such inmates/detainees. Emergency ambulance transportation for adult inmates/detainees, when deemed necessary by PrimeCare Medical, will be paid by PrimeCare Medical. However, the County shall provide for and pay the costs of all necessary security for such transportation.
21. Equipment Security. PrimeCare Medical shall be responsible for any direct loss or damage to property or equipment of the County caused by their health care staff, normal wear and tear excluded. The County agrees to be responsible for any direct loss or damage to property or equipment of PrimeCare Medical caused by County employees or inmates/detainees, normal wear and tear excluded. PrimeCare Medical shall pay for and obtain all new medical equipment which it deems necessary whose cost does not exceed \$200.00 per item, for the proper delivery of health care services.
22. Employment Status. Nothing herein shall be deemed to create an employer/employee relationship between the County and PrimeCare Medical, or between the County and any employee or subcontractor of PrimeCare Medical. Instead, the parties acknowledge that PrimeCare Medical is an independent contractor and not an agent, partner or joint venturer with the County. In addition, PrimeCare Medical is expressly authorized to enter into such subcontracts for the delivery of health care services as it deems necessary.
23. Termination of Contract. Either party may terminate this Agreement without cause by giving the other party written notice of termination not less than one-hundred twenty (120) days prior to the effective date of termination. Either party may also terminate this Agreement in the event of an uncured material default following sixty (60) days advance written notice of the existence of such a default. In the event that insufficient public funding shall be appropriated or available to enable Pike County to compensate PrimeCare Medical under the terms hereof, or in the event the County shall fail to render payment pursuant to the terms of this Agreement, PrimeCare Medical shall be entitled to suspend its performance of further services hereunder, and shall not be required to furnish any further services until such funding shall be restored. If the suspension of funding shall continue for a period longer than thirty (30) days, PrimeCare

Medical shall be released from any duty to furnish services and shall be entirely discharged of its covenants hereunder. Should payments resume after the thirty (30) day period, PrimeCare Medical may, at its sole discretion, elect to reinstate the Agreement.

24. Notices and Communications. Pursuant to this Agreement, all notices or other communications required or permitted to be given hereunder, or necessary or convenient in connection herewith, shall be in writing, and shall be deemed to have been duly given if mailed first class, postage prepaid, on the date posted, or if personally delivered, when delivered. In either case, such notices should be addressed as follows or to such other addresses as may be given in writing to the other party:

Craig Lowe, Warden  
Pike County Correctional Facility  
175 Pike County Blvd.  
Lords Valley, Pennsylvania 18428

PrimeCare Medical, Inc.  
3940 Locust Lane  
Harrisburg, PA 17109

25. Final Agreement of the Parties. This writing and the Technical and Pricing Proposal constitute the final expression of the agreement of the parties, and is intended as a complete and exclusive statement of terms, superseding all prior oral promises, representations, negotiations, discussions and agreements that may have been made in connection with the subject matter hereof. No modification of this agreement shall be binding upon the parties hereto unless it is mutually agreeable, is in writing and is signed by the parties.

26. Choice of Law. The parties agree that the Subject Agreement shall be interpreted in accordance with the laws of the Commonwealth of Pennsylvania.

IN WITNESS WHEREOF and intending to be legally bound hereby,  
have caused these presents to be executed by the Board of Commissioners of  
Pennsylvania and the Officers of Company on the day and year below written

Pike County

Carl A. F.  
Attest

1-14-04  
Date

BY: [Signature]  
Honorable Karl A. Wagner, Jr.  
BY: [Signature]  
Honorable Richard A. Caridi  
BY: [Signature]  
Honorable Harry Forbes

PrimeCare Medical, Inc.

Loretta R. Stoner  
Attest

12/5/03  
Date

BY: Carl A. Hoffman, Jr., D.O., CCHP  
President and Corporate Medical Director

BY: Theresa Marie Hoffman  
Executive Vice President

BY: Richard C. Smith  
Richard C. Smith, M.S., CCHP  
Vice President of Operations

BY: John M. Kerr  
John M. Kerr, J.D.  
Vice President of Risk Management  
And Human Resources

Corporate Seal

**PIKE COUNTY COMMISSIONERS**

PIKE COUNTY ADMINISTRATION BUILDING

506 BROAD STREET

MILFORD, PA 18337

570-296-7613

FAX: 570-296-6055



MATTHEW M. OSTERBERG  
RICHARD A. CARIDI  
STEVEN R. GUCCINI

COMMISSIONERS

GARY R. ORBEN  
CHIEF CLERK

THOMAS F. FARLEY, ESQUIRE  
COUNTY SOLICITOR

June 29, 2016

Thomas J. Gibney, Acct. Exec.  
Global Tel Link Corporation  
12021 Sunset Hills Road  
Suite 100  
Reston, VA 20190

Dear Mr. Gibney:

The Pike County Commissioners, at their conference on June 29, 2016, authorized the Chairman to execute Amendment #3 to the Inmate Telephone, Inc. Vending Agreement between DSI-ITI, Inc. and the County of Pike, on behalf of the Correctional Facility as recommended by the Prison Board.

Please find two copies of said agreement. Please execute and return to my attention and retain the other for your files.

If you have any questions or concerns, please do not hesitate to contact me.

Truly yours,

Gary R. Orben  
Chief Clerk

GRO:dp

Enc.

cc: Warden Lowe

### AMENDMENT #3 TO THE INMATE TELEPHONE, INC. VENDING AGREEMENT

This Amendment #3 ("Amendment"), takes effect as of the date signed by all the parties listed in this preamble ("Effective Date"), amends and revises that certain Inmate Telephone, Inc. Vending Agreement, dated August 1, 2000, as amended from time to time (the "Agreement"), by and between DSI-ITI, Inc., with an address of 12021 Sunset Hills Road, Suite 100, Reston, Virginia 20190 ("Company"), and Pike County Correctional Facility, with an address of HC8 Box 8600, Hawley, PA ("Premises Provider") (Company and Premises Provider collectively, the "Parties" and each a "Party"). All capitalized terms not defined herein shall have the definitions set forth in the Agreement.

**WHEREAS**, the Federal Communications Commission ("FCC") issued its Second Report and Order and Third Further Notice of Proposed Rulemaking in WC Docket No. 12-375 on November 5, 2015 ("FCC Order"), which mandated rates and charges for inmate telephone services, certain transaction fees, and other requirements; and

**WHEREAS**, the Parties have agreed to amend the Agreement in order to, among other things, implement the FCC-mandated rates, charges, fees, and other requirements, as further provided below.

**NOW, THEREFORE**, in consideration of the promises and covenants set forth in this Amendment, and for good and valuable consideration, the sufficiency of which is acknowledged by the Parties' signatures, the Parties agree as follows:

1. The Parties agree to extend the term of the Agreement for three (3) additional years from the Effective Date of this Amendment.
2. On June 20, 2016, the rates and charges for international, interstate, and intrastate inmate telephone service ("ITS") calls and associated transaction fees ("Transaction Fees") set forth in the Agreement shall be deemed revised without further action by the Parties, and shall be implemented, as follows:

#### Inmate Telephone Services.

Interstate ITS calls made using a collect format: \$0.25 per minute of use.

Interstate ITS calls, whether made using a debit, prepaid/AdvancePay™ format: \$0.21 per minute of use.

Intrastate ITS calls, whether made using a collect, debit, prepaid/AdvancePay™ format: \$0.22 per minute of use.

International ITS calls, whether made using a debit, prepaid/AdvancePay™ format: Rates published on the Global Tel\*Link Corporation website.

No per call, per connection, or flat-rate calling charges shall apply to international, interstate, and intrastate ITS per minute of use calls.

The rates charged are exclusive of taxes, and other amounts collected by Company on behalf of, or paid to, third parties, including but not limited to payments in support of statutory or regulatory programs mandated by governmental or quasi-governmental authorities, such as the Federal Universal Service Fee, and any costs incurred by Company in connection with such programs.

**Transaction Fees.** Company may charge certain Transaction Fees in accordance with the following amounts:

Fee for automated payment for credit card, debit card, and bill processing fees.	\$3.00 per use
Fee for payment using live operator	\$5.95 per use
Fee for paper bill/statement	\$2.00 per use

Fee for use of third-party money transmitter (e.g., MoneyGram, Western Union, credit card processing, transfers from third-party commissary accounts)

The exact fee from the third-party provider passed through directly to customer with no markup

**Single-Call and Related Billing Arrangements.** Company may permit consumers to purchase ITS on a collect call basis through third-party billing arrangements that allow consumers to pay for a single ITS call using such methods as their debit or credit card, billing the cost of a single ITS call to their mobile phone account, or another arrangement. When a consumer chooses to pay for a single ITS call using such a method, the charge shall be any applicable transaction fee and other charges allowed by law.

3. Company shall not owe or pay any commission or other monies under the Agreement for the period beginning on the date the ITS call rates and charges, and Transaction Fees are revised by this Amendment, whether the commission or other monies are payable to Premises Provider, or to any fund or third party designated by Premises Provider, and all references to such obligation to pay commission or other monies shall be deemed removed and deleted from the Agreement without further action of the Parties and shall have no force or effect for the ensuing period, through the expiration of the Agreement. Notwithstanding the foregoing or anything contained herein to the contrary, Company agrees to pay Premises Provider \$3333.33 per month.
4. Further, Company agrees to Provide Premises Provider with the additional products and services detailed in the June 10, 2016 letter from Company to Premises Provider, attached as Exhibit A, subject to the Parties agreeing to, and executing the Company's standard product specific terms and conditions.
5. Section 6(D) of the Agreement is hereby deleted in its entirety and replaced with the following:  
"Assignment. This Agreement shall inure to the benefit of and be binding upon the Parties and their respective permitted successors and assigns, including but not limited, to any new administration or head of Premises Provider. Neither Party shall assign any right and/or obligation under this Agreement without the other Party's prior written consent, which shall not be unreasonably withheld or delayed; provided, however, Company shall have the right to assign some or all its rights and/or obligations under this Agreement at any time to any entity that controls, is controlled by or is under common control with Company (each an "Affiliate"); without the consent of the Premises Provider; provided, further, Company shall remain liable for any failure of any Affiliate to perform any assigned obligations. For the avoidance of doubt, a merger involving (i) Company or (ii) a sale of Company or all of Company's assets shall not constitute an assignment requiring consent of Premises Provider for purposes of this Agreement."
6. The following Section is hereby added to the Agreement:  
"Change-of-Law. Any rule, regulation, or other change mandated by any federal, state, or local authority which may interfere with or adversely affect Company's rights, obligations, or intended benefit under the Agreement shall entitle Company to, at its option, renegotiate or terminate the Agreement."
7. The following Section is hereby added to the Agreement:  
"Service Schedules. Any Affiliate may provide services in its own name, as set forth in a service schedule attached to the Agreement ("Service Schedule"), and such Service Schedule shall be considered a separate, but associated, contract incorporating this Agreement; provided, however, Company shall be responsible for its Affiliates' performance pursuant to such Service Schedule."

In the event of any inconsistencies between the terms and conditions contained in the Agreement and the terms and conditions contained herein, the terms and conditions contained herein shall control. Except as set forth in this Amendment, the Agreement remains in full force and effect, without modification or amendment, and is hereby ratified and confirmed. This Amendment may be executed in multiple counterparts, each of which shall be an original, and all of which shall be one and the same contract. Original signatures transmitted by facsimile or electronic mail shall be effective to create such counterparts. Each person whose signature appears below warrants and represents that they have the requisite authority to execute this Amendment on behalf of the entity for which they are signing.

# EXHIBIT A

Global Tel\*Link Corporation  
www.gtl.net

Corporate Headquarters  
12021 Sunset Hills Road  
Suite 100  
Reston, VA 20190

Operations Center  
107 St. Francis Street  
32nd Floor  
Mobile, AL 36602



June 10, 2016

Warden Craig Lowe  
Pike County Correctional Facility  
175 Pike County Blvd  
Lords Valley, PA 18428

Dear Warden Lowe,

First let me thank you and your staff for taking time from your busy schedules to meet with me on March 23<sup>rd</sup> and again on May 26<sup>th</sup> related to the FCC Order. After our meetings and to ensure compliance with the FCC Order, order number 15-136 published in the Federal Register on December 18, 2015 regarding Rates for Inmate Calling Services, GTL has carefully prepared the following proposal.

After analyzing the calling data for the Pike County Correctional Facility, we have prepared the below revised offer for your review. We have been your valued partner for almost 20 years now and we do appreciate your time and consideration with regards to this matter. We look forward to discussing your thoughts and comments at your earliest convenience.

## GTL OFFER

1. Calling Rate Reduction – GTL proposes the following rates:

	Rate Per Minute		
	Collect	Debit	Prepaid
Local	\$0.22	\$0.22	\$0.22
IntraLata	\$0.22	\$0.22	\$0.22
InterLata	\$0.22	\$0.22	\$0.21
InterState	\$0.25	\$0.21	\$1.00
International	\$1.00	\$1.00	

2. Fee Reduction – GTL proposes the following Fees:

FCC Permitted Ancillary Service Charges	Monetary Cap Per Use
Automated payment fees	\$3.00
Live agent fee, i.e., phone payment or account set up with optional use of a live operator	\$5.95
Paper bill statement fees (no charge permitted for electronic bills/statements)	\$2.00

3. Commission Elimination with Addition of Cost Recovery – GTL will provide the Pike Correctional Facility a cost recovery of \$40,000.00 annually in equal monthly installment \$3,333.33.

THESE DOCUMENTS SONT  
DEPOSES A LA BIBLIOTHEQUE  
NATIONALE

1







Global Tel\*Link Corporation  
www.gtl.net

Corporate Headquarters  
12021 Sunset Hills Road  
Suite 100  
Reston, VA 20190

Operations Center  
107 St. Francis Street  
32nd Floor  
Mobile, AL 36602

4. **Technology Enhancements** – Upon execution of the amendment GTL proposes providing the Pike County Correctional Facility with the following five (5) additional technologies, at NO COST to Pike County, that will bring tremendous benefits to your operational efficiencies, as well as safety and security.

- **GTL OMS Evolution Upgrade** – GTL will upgrade your current legacy version of the Offender Management System (OMS) to the latest version of the fully web-based OMS Evolution. This system will have all the same functionality of the current system as well as include many enhancements and new modules that will bring efficiencies to your daily operations. This will include project kickoff, a dedicated project manager, a business analyst to fully understand your current practices and procedures, data conversion, a fully-operational test system, onsite and remote training and support of the upgraded system. The value of this offering is \$229,164.26 and details of what will be provided can be found at the conclusion of this letter.
- **GTL Maintenance and Support** – GTL will continue to provide the Pike County Correctional Facility with the same level of maintenance, support and upgrades to the Inmate Telephone System and Offender Management System (OMS) they have grown accustomed to over the years. This includes the phone system, OMS, Imaging, Interfaces, etc. The value of this offering is \$19,221.86 and details can be found at the conclusion of this letter.
- **Imaging Upgrade to Dynamic Imaging** – GTL will replace the existing Imaging/Mugshot system with the robust PictureLink Application from Dynamic Imaging Solutions. Includes installation and yearly maintenance / support for this product. The value of this offering can be found in the OMSe upgrade section directly following this letter.
- **Replacement of ALL Inmate Telephones** – GTL will replace all inmate telephones at the facility with a new swivel model of inmate phone designed to withstand inmate abuse, handle at least 1,000 pounds of pull resistance and designed with 'confidencer' technology built into the handset to help reduce background noise.
- **Signature Pads** – GTL will provide six (6) electronic signature pads for use by the Pike County Correctional Facility in conjunction with the Offender Management System (OMS).

**NOTE:** This offer requires our contract for inmate telephone service to be extended for an additional three (3) years.

In closing I want to thank you, and the County of Pike, for the confidence you have shown GTL over the course of our successful partnership. Should you have any questions in the interim, please do not hesitate to contact me directly at (814) 330-3830 or via email at [tgibney@gtl.net](mailto:tgibney@gtl.net).

We look forward to expanding upon our successful partnership with you and Pike County.

Sincerely,

GTL Account Executive  
[tgibney@gtl.net](mailto:tgibney@gtl.net)



OMS Evolution Price Quote  
for  
Pike County Correctional Facility, PA  
5/27/2016  
Quote good for 90 days



SOFTWARE APPLICATION			
Quantity	Description	Unit Cost	Ext. Cost
1	OMS Web Based License	\$0.00	\$0.00
	NOTE: Unlimited County User License		
			\$0.00
TOTAL SOFTWARE APPLICATION FEE			
DATABASE (Premise-Based)			
Quantity	Description	Unit Cost	Ext. Cost
0	Oracle** Customer to Provide	\$6,890.00	\$0.00
			\$0.00
TOTAL DATABASE FEES			
HARDWARE			
Quantity	Description	Unit Cost	Ext. Cost
0	Database Server**Customer Provided	\$9,505.00	\$0.00
			\$0.00
TOTAL HARDWARE FEES			
OTHER HARDWARE			
Quantity	Description	Unit Cost	Ext. Cost
6	Topaz Signature Pads	\$424.00	\$2,544.00
			\$2,544.00
TOTAL OTHER HARDWARE FEES			
THIRD PARTIES			
Quantity	Description	Unit Cost	Ext. Cost
	Dynamic Imaging		
	Picturelink Administrative Software	\$3,990.00	\$3,990.00
1	Picturelink Application Server	Included	Included
1	Arrest Database	\$1,500.00	\$1,500.00
1	Non-Arrest Databases* (Employee)	\$3,770.00	\$3,770.00
1	Single User Concurrent		
	Server, one (1) Arrest Database one (1) Single User Concurrent License		
	* Cost is per database.		
	Picturelink Capture Station Software	\$5,570.00	\$5,570.00
1	Capture Machine License		
	PictureLink Investigative Software (PWE)	\$5,140.00	\$5,140.00
1	2 Concurrent Users		
	Picturelink Hardware		

IN WITNESS WHEREOF, the foregoing Amendment has been executed by the Parties, effective as of the latest date listed below.

DSI-ITL, INC.

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

PIKE COUNTY

By: Matthew M. Osterberg  
Name: MATTHEW M. OSTERBERG  
Title: CHAIRMAN  
Date: 6/29/16

## **KEEFE COMMISSARY NETWORK AGREEMENT**

This Agreement made and entered into as of this 21 day of June, 2016, by and between KEEFE COMMISSARY NETWORK, L.L.C. an affiliate of THE KEEFE GROUP, ("KEEFE") and Pike County Correctional Facility, Correctional INSTITUTION in the Commonwealth of Pennsylvania ("INSTITUTION").

Whereas, KEEFE is in the business of supplying food and other related products to inmate commissary departments of correctional facilities throughout the United States, including INSTITUTION; and,

Whereas, the parties wish to enter into a Commissary Agreement to facilitate the ordering of commissary supplies by inmates and the payment thereof, now, therefore, in consideration of the mutual promises and conditions herein contained, it is agreed between the parties.

### **1. OPERATION OF COMMISSARY BY INSTITUTION**

INSTITUTION agrees that during the term of this Agreement, it will, at its expense, provide personnel to maintain and operate the facility computer equipment for inmate accounts.

### **2. OPERATION OF COMMISSARY BY KEEFE**

KEEFE agrees that it will download all inmate orders for commissary items. KEEFE will bag, box, and ship such commissary items to the INSTITUTION for distribution to the inmates and deliver the completed orders to the individual inmates, enter commissary credits through the software and will bill the INSTITUTION monthly or more frequently for all such purchases. KEEFE will provide an employee to work on-site at the facility two days per week. In addition, KEEFE will keep the computer equipment updated with complete information as to commissary items available, pricing, and other terms and conditions of sale.

3. **HARDWARE**

During the term of this agreement, KEEFE shall supply INSTITUTION with such computer equipment and software as listed in Exhibit A. KEEFE will install all technology in Exhibit A within 60 days of the effective date of the contract.

4. **PAYMENT**

KEEFE will invoice INSTITUTION for all commissary items purchased. INSTITUTION will pay such invoices in accordance with KEEFE'S standard credit terms (NET 30 DAYS) from the Inmate Trust Account.

5. **SERVICE FEE**

INSTITUTION will be paid a service fee for the services to be provided by it hereunder equal to 32.5% of adjusted gross sales. Adjusted gross sales are gross sales less the sales of noncommissioned items as determined by KEEFE and INSTITUTION listed on Exhibit B to this Agreement. In the event that the inmate's funds available to purchase commissary products are inhibited in any way by change in policy from INSTITUTION, the service fee paid to INSTITUTION shall be reduced accordingly by KEEFE after negotiation with INSTITUTION.

6. **MENU**

Product selection and pricing will be agreed upon by INSTITUTION and KEEFE. Menu selection shall be reviewed as needed, and no less than annually. All changes must be approved by INSTITUTION. Any price adjustments will be made at least yearly on the contract anniversary date with prior approval of INSTITUTION.

7. **DEPOSIT SERVICES**

This agreement shall include KEEFE'S Access Corrections® Deposit Services. KEEFE will facilitate family deposits to inmate trust accounts via website, toll free phone number, walk-

in deposit centers, and deposit kiosk placed in a mutually agreeable site within the facility. Facility will provide power and network connectivity for the kiosk. KEEFE will guarantee all deposits and ACH monies to designated INSTITUTION bank account nightly. No fees for this service will be borne by INSTITUTION.

8. **TERM & TERMINATION**

This Agreement shall continue in effect for a period of one year (the base term) from the effective date of: August 1<sup>st</sup>, 2016. The Agreement will have the option to renew for automatic additional one year terms thereafter, unless either party to this Agreement shall give notice in writing to the other party on or prior to 90 days prior to the expiration of any term or extended term that the party so giving notice does not wish to extend this Agreement. Either party may terminate the contract, without cause, by serving the remaining party with written notice of such intent no less than ninety (90) days prior to the anniversary date of the existing contract term.

9. **GOVERNING LAW**

This Agreement shall be governed by the laws of the Commonwealth of Pennsylvania.

10. **ENTIRE AGREEMENT-WAIVER**

This Agreement constitutes the entire Agreement between the parties with respect to the provision of delivery services, and there are no other or further written or oral understandings or agreements with respect thereto. No variation or modification of the Agreement and no waiver of its provision shall be valid unless in writing and signed by the duly authorized officers of KEEFE and INSTITUTION. This Agreement supersedes all other agreements between the parties for the provision of Commissary Delivery Services.

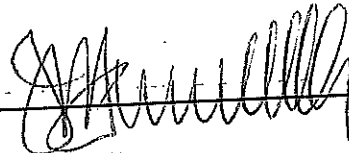
11. **INDEMNIFICATION**

The parties shall indemnify each other against any loss, damage, injury, or death caused by the negligent acts or omissions by their agents or employees for losses, damages, injuries or death caused by their negligence and arising out of the consumption or use of the products sold or services provided; however, nothing contained herein shall require the parties to defend or indemnify each other for losses, damages, injuries or death arising out of the negligence of their respective agents or employees.



IN WITNESS WHEREOF, the parties have executed this Commissary Agreement as of the year  
and date first above written.

**KEEFE COMMISSARY NETWORK (KEEFE)**



John Puricelli  
Executive Vice President, General Manager

8/24/16

Date

**PIKE COUNTY CORRECTIONAL FACILITY (INSTITUTION)**

BY 

TITLE Chairman

DATE 6/14/16

## **Exhibit "A"**

### **Technology Featured**

- (1) Dell Server
- (1) Dell Laser Printer
- (1) KCN Commissary Software
- (1) Lobby Kiosk (Facility to mount and KCN to empty lobby kiosk)
- (3) Secure Release Swipes
- (1) KCN Banking Software
- (1) Access Secure Mail Platform through Edge Kiosks
- (1) Booking Level Interface
- (12) Edge Housing Unit Kiosks (Facility to install, KCN to provide switches and network cabling)

**The DELL computer hardware is provided, maintained, and warranted at no additional cost for the life of the commissary agreement.**

## **Exhibit B**

### **Noncommissioned Items**

Stamped envelopes

Postage stamps

Indigent Kits

Admission Kits

On-site, special commissary item sales sold by INSTITUTION

## **How Commissions Are Determined**

The commissions will be based on the weekly, adjusted gross commissary sales. Adjusted gross sales are gross sales less postage sales or other noncommissioned sales.

$$\begin{array}{r} \text{Monthly Sales} \\ \text{Less Postage/Non Commissionable} \\ \hline = \text{Adjusted Gross Sales} \end{array}$$

x 32.5% Commission Offered

\*Postage sales and stamped envelopes are noncommissioned.

COUNTY OF PIKE  
STATEMENT OF ACTUAL AND ESTIMATED REVENUES

AS OF 10/2018

REPORT DATE 10/12/2018  
SYSTEM DATE 10/12/2018  
FILES ID P

ACCOUNT NUMBER

01-905  
01-910  
01-3420-911  
01-3420-920  
01-3420-925  
01-3420-930  
01-3420-932  
01-3420-940  
01-3420-945  
01-3420-950  
01-3420-955  
01-3420-960  
01-3420-965  
01-3420-970  
01-3420-972  
01-3420-975

DESCRIPTION

PRISONER PER DIEM-COUNTY  
PRISONER PER DIEM - ICE  
PRISONER PER DIEM-MARSHL.  
MEDICAL REIMBURSEMENT  
BICE misc.  
TRANSPORTS  
YORK (ICE) TRANSPORTS  
JAIL - MEALS  
JAIL MISCELLANEOUS  
SCAAP PROGRAM JBI  
PROGRAMS  
DETAINEE WORK PROGRAM  
MEALS ON WHEELS  
CO TRAINING REIMBURSEMENT  
TRAINING - OTHER COUNTIES  
SNOW REMOVAL INCOME

ESTIMATED  
REVENUE

ACTUAL  
MTD REVENUE

ACTUAL  
YTD REVENUE

UNREALIZED  
REVENUE

PERCENT  
RECEIVED

4804573.00  
210000.00  
37000.00

3495963.33  
136208.82  
38915.88

1308609.67  
73791.18  
-1915.88

72.76  
64.86  
105.17

219.27

-219.27

200000.00  
7000.00  
197000.00  
5000.00

88582.79  
7769.00  
65984.69

111417.21  
-769.00  
131015.31  
5000.00

44.29  
110.98  
33.49

6000.00

6000.00

3833643.78

1632929.22

70.12

5466573.00

3833643.78

1632929.22

70.12

5466573.00

TOTALS FOR JAIL

REPORT TOTALS

PAGE 2  
TIME 11:07:43  
USER SHARON

## SUMMARY PAGE INFORMATION

PARTIAL REPORT ON DEPT BEGINNING WITH 3420  
ENDING WITH 342099999999999999999999

POST PERIOD: 10/2018

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SORT / SUBTOTAL ON  DEPT THEN          THEN          THEN
SKIP TO NEW PAGE    N
PRINT DETAIL:       Y
PRINT ACCOUNT NUMBER: Y
SUPPRESS ZERO BALANCE ACCOUNTS: N

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ERRORS DETECTED: 0

END OF REPORT

REPORT DATE 10/12/2018  
 SYSTEM DATE 10/12/2018  
 FILES ID P

COUNTY OF PIKE  
 STATEMENT OF EXPENDITURES, ENCUMBRANCES & APPROPRIATIONS  
 JAIL  
 AS OF 10/2018

PAGE 1  
 TIME 10:55:02  
 USER SHARON

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
01-7010-040	84844.00		65542.03		19301.97	77.25
WARDEN						
01-7010-060	131602.00		101662.47		29939.53	77.24
SALARY/DEPUTY WARDENS						
01-7010-061	146973.00		114009.19		32963.81	77.57
SALARIES/ADMINISTRATIVE						
01-7010-065	168480.00		128547.90		39932.10	76.29
SALARIES/PROGRAMS						
01-7010-070	318672.00		214356.45		104315.55	67.26
SALARIES/MAINTENANCE						
01-7010-075	340371.00		233722.69		106648.31	68.66
SALARIES/FOOD SERVICE						
01-7010-080	230952.00		178401.60		52550.40	77.24
SALARIES/SECURITY (LIEUT.)						
01-7010-081	474642.00		255473.18		219168.82	53.82
SALARIES/SECURITY (SARG.)						
01-7010-082	2951613.00		2342656.20		608956.80	79.36
SALARIES/SECURITY (CO'S)						
01-7010-097	13000.00		10335.00		2665.00	79.50
ON-CALL PAY						
01-7010-098	200000.00		127082.09		72917.91	63.54
HOLIDAY PAY						
01-7010-099	534000.00		431531.55		102468.45	80.81
JAILS OVERTIME						
01-7010-100	2000.00		324.71		1675.29	16.23
TRAVEL/MEALS						
01-7010-101	3000.00		1628.26		1371.74	54.27
TRAINING						
01-7010-120	1635.00		48.00		1587.00	2.93
DUES & BONDS						
01-7010-122	3000.00	900.00	2035.00		965.00	67.83
SEMINARS/CONV./REG. FEES						
01-7010-140	8000.00		6850.20		1149.80	85.62
TELEPHONE						
01-7010-145	200.00		66.66		133.34	33.33
PAGE						
01-7010-150	9200.00	190.58	8401.21	449.97	348.82	96.20
SUPPLIES/FORMS						
01-7010-151						
SUPPLIES						
01-7010-152	3500.00		666.18		2833.82	19.03
COMPUTER SUPPLIES						
01-7010-157	700000.00	32533.56	494144.02		205855.98	70.59
FOOD						
01-7010-158	1500.00		50.00		1450.00	3.33
TRAINING SUPPLIES						
01-7010-159	4000.00	508.04	2444.04		1555.96	61.10
AMMUNITION						
01-7010-161	15000.00	1371.00	14655.42		344.58	97.70
TESTING SUPPLIES/SERVICES						
01-7010-165	34000.00	2481.80	22396.73		11603.27	65.87
FACILITY/SUPPLIES						
01-7010-166	14500.00		6588.82	30.00	7881.18	45.64
SECURITY SUPPLIES						
01-7010-167	30000.00		26221.93		3778.07	87.40
KITCHEN SUPPLIES						
01-7010-168	25000.00		23435.38		1564.62	93.74
JANITORIAL SUPPLIES						
01-7010-169	14000.00		18407.77		-4407.77	131.48
LAUNDRY SUPPLIES						
01-7010-170	24000.00		18240.32		5759.68	76.00
CLOTHING/HYGIENE SUPPLIES						
01-7010-221	19000.00		16955.36		2044.64	89.23
EQUIPMENT						
01-7010-245	21000.00	1465.77	16731.82		4268.18	79.67
COPIER LEASE						
01-7010-246	48000.00	895.00	36725.87		11274.13	76.51
MAINTENANCE AGREEMENTS						
01-7010-248	3500.00		2688.48		811.52	76.81
RADIO MAINT.						

COUNTY OF PIKE  
STATEMENT OF EXPENDITURES, ENCUMBRANCES & APPROPRIATIONS  
JAIL  
AS OF 10/2018

REPORT DATE 10/12/2018  
SYSTEM DATE 10/12/2018  
FILES ID P

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
01-7010-255	24500.00	2046.00	19948.48		4551.52	81.42
01-7010-259	11000.00	6788.57	10030.77	-1231.53	2200.76	79.99
01-7010-290	5000.00		2124.01		2875.99	42.48
01-7010-291	800.00		179.95		620.05	22.49
01-7010-300			377555.31		-377555.31	
01-7010-301	1000.00				1000.00	
01-7010-305	20000.00		72684.66		-52684.66	363.42
01-7010-315	4000.00				4000.00	
01-7010-350	290000.00	2790.08	211097.94		78902.06	72.79
01-7010-363	65000.00	1874.45	62658.49		2341.51	96.39
01-7010-370	90000.00	6524.56	65552.26		24447.74	72.83
01-7010-380	16000.00	240.75	16333.88		-333.88	102.08
01-7010-395	106000.00	36870.02	143074.87		-37074.87	134.97
01-7010-397			16067.35		-16067.35	
01-7010-398	24000.00		23105.26		894.74	96.27
01-7010-526	30000.00	142.45	18237.55		11762.45	60.79
01-7010-535	32000.00		29997.97		2002.03	93.74
01-7010-610	110000.00				110000.00	
01-7010-613	910000.00	92824.31	698792.91		211207.09	76.79
01-7010-616	22000.00		9594.98		12405.02	43.61
01-7010-617	150000.00	3910.03	75962.94		74037.06	50.64
01-7010-619	55000.00	4583.35	36666.80		18333.20	66.66
01-7010-900	1000.00		446.77		553.23	44.67
01-7010-993	8816.00		5091.45		3724.55	57.75
01-7010-994	1303359.00		1027767.22		275591.78	78.85
01-7010-995	336717.00		163360.50		173356.50	48.51
01-7010-996	226942.00		162283.99		64658.01	71.50
01-7010-998	28075.00		31151.96		-3076.96	110.95
01-7010-999	399930.00		322403.49		77526.51	80.61
TOTALS FOR JAIL	10850323.00	198940.32	8525198.29	-751.56	2325876.27	78.56



REPORT DATE 10/12/2018  
SYSTEM DATE 10/12/2018  
FILES ID P

COUNTY OF PIKE  
STATEMENT OF ACTUAL AND ESTIMATED REVENUES

PAGE 1  
TIME 11:05:31  
USER SHARON

AS OF 12/2017

ACCOUNT NUMBER	DESCRIPTION	ESTIMATED REVENUE	ACTUAL MTD REVENUE	ACTUAL YTD REVENUE	UNREALIZED REVENUE	PERCENT RECEIVED
01-3420-905	PRISONER PER DIEM-COUNTY					
01-3420-910	PRISONER PER DIEM - ICE	4804573.00	1374930.44	5230974.74	-426401.74	108.87
01-3420-911	PRISONER PER DIEM-MARSHL.	210000.00	56405.64	254388.42	-44388.42	121.13
01-3420-920	MEDICAL REIMBURSEMENT	10000.00	12767.71	44929.92	-34929.92	449.29
01-3420-925	BICE misc.				2000.00	
01-3420-930	TRANSPORTS	2000.00				
01-3420-932	YORK (ICE) TRANSPORTS					
01-3420-940	JAIL - MEALS					
01-3420-945	JAIL MISCELLANEOUS	2000.00			2000.00	
01-3420-950	SCAAP PROGRAM JBI	202000.00	24788.73	105265.91	96734.09	52.11
01-3420-955	PROGRAMS	6000.00	2845.00	9760.00	-3760.00	162.66
01-3420-960	DETAINEE WORK PROGRAM	200000.00	16403.11	185355.06	14644.94	92.67
01-3420-965	MEALS ON WHEELS	5000.00			5000.00	
01-3420-970	CO TRAINING REIMBURSEMENT			3000.00	3000.00	50.00
01-3420-972	TRAINING - OTHER COUNTIES	6000.00				
01-3420-975	SNOW REMOVAL INCOME					
		5447573.00	1488140.63	5833674.05	-386101.05	107.08
TOTALS FOR JAIL						
		5447573.00	1488140.63	5833674.05	-386101.05	107.08
REPORT TOTALS						

REPORT DATE 10/12/2018  
SYSTEM DATE 10/12/2018  
FILES ID P

COUNTY OF PIKE  
STATEMENT OF EXPENDITURES, ENCUMBRANCES & APPROPRIATIONS  
JAIL  
AS OF 12/2017

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
01-00-040	84844.00	14733.43	93050.95		-8206.95	109.67
01-00-060	131602.00	23329.97	142278.04		-10676.04	108.11
SALARY/DEPUTY WARDENS						
01-7010-061	146973.00	17122.87	144684.14		2288.86	98.44
SALARIES/ADMINISTRATIVE						
01-7010-065	168480.00	16237.05	159704.93		8775.07	94.79
SALARIES/PROGRAMS						
01-7010-070	318672.00	24386.52	273303.50		45368.50	85.76
SALARIES/MAINTENANCE						
01-7010-075	340371.00	40506.61	321591.02		18779.98	94.48
SALARIES/FOOD SERVICE						
01-7010-080	230952.00	27518.32	236273.52		-5321.52	102.30
SALARIES/SECURITY (LIEUT.)						
01-7010-081	474642.00	62712.76	449174.55		25467.45	94.63
SALARIES/SECURITY (SARG.)						
01-7010-082	2951613.00	298536.31	2992220.91		-40607.91	101.37
SALARIES/SECURITY (CO'S)						
01-7010-097	13000.00	1265.00	13015.00		-15.00	100.11
ON-CALL PAY						
01-7010-098	200000.00	18467.36	214732.63		-14732.63	107.36
HOLIDAY PAY						
01-7010-099	350000.00	50302.64	575616.20		-225616.20	164.46
JAILS OVERTIME						
01-7010-100	2000.00	516.20	2134.60		-134.60	106.73
TRAVEL/MEALS						
01-7010-101	2000.00		3710.56		-1710.56	185.52
TRAINING						
01-7010-120	1635.00		1134.00		501.00	69.35
DUES & BONDS						
01-7010-122	3000.00		2287.04		712.96	76.23
SEMINARS/CONV./REG. FEES						
01-7010-140	8000.00	562.01	6604.07		1395.93	82.55
TELEPHONE						
01-7010-145	200.00		79.12		120.88	39.56
POSTAGE						
01-7010-150	9000.00	211.05	9194.59	449.97	-644.56	107.16
SUPPLIES/FORMS						
01-7010-151						
SUPPLIES						
01-7010-152	3500.00		2851.76		648.24	81.47
COMPUTER SUPPLIES						
01-7010-157	700000.00	116389.46	670430.09		29569.91	95.77
FOOD						
01-7010-158	1500.00	1052.21	1244.88		255.12	82.99
TRAINING SUPPLIES						
01-7010-159	4000.00		3531.74		468.26	88.29
AMMUNITION						
01-7010-161	20000.00	2484.20	15826.94		4173.06	79.13
TESTING SUPPLIES/SERVICES						
01-7010-165	33000.00	180.00	29983.40		3016.60	90.85
FACILITY/SUPPLIES						
01-7010-166	14500.00	1250.00	13262.32	389.97	847.71	94.15
SECURITY SUPPLIES						
01-7010-167	30000.00	1425.73	27932.65		2067.35	93.10
KITCHEN SUPPLIES						
01-7010-168	23000.00		21523.24		1476.76	93.57
JANITORIAL SUPPLIES						
01-7010-169	14000.00	307.98	25887.35		-11887.35	184.90
LAUNDRY SUPPLIES						
01-7010-170	24000.00		16688.46		7311.54	69.53
CLOTHING/HYGIENE SUPPLIES						
01-7010-221	19000.00		9439.52		9560.48	49.68
EQUIPMENT						
01-7010-245	6500.00	2103.43	19045.08		-12545.08	293.00
COPIER LEASE						
01-7010-246	48000.00	9381.30	47014.41		985.59	97.94
MAINTENANCE AGREEMENTS						
01-7010-248	3000.00		2909.32		90.68	96.97
RADIO MAINT.						

REPORT DATE 10/12/2018  
SYSTEM DATE 10/12/2018  
FILES ID P

COUNTY OF PIKE  
STATEMENT OF EXPENDITURES, ENCUMBRANCES & APPROPRIATIONS  
JAIL  
AS OF 12/2017

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
01 0-255	24500.00	4603.52	23730.00		770.00	96.85
03 0-259	11000.00		12463.87	-1231.53	-232.34	102.11
01-7010-290	3500.00	399.85	4857.15		-1357.15	138.77
01-7010-291	800.00		179.95		620.05	22.49
01-7010-300						
01-7010-301	1000.00		999.89		.11	99.98
01-7010-305	8000.00		32730.56		-24730.56	409.13
01-7010-315	3000.00		2617.71		382.29	87.25
01-7010-350	300000.00	85059.96	318778.73		-18778.73	106.25
01-7010-363	50000.00	6952.55	57114.65		-7114.65	114.22
01-7010-370	90000.00	6837.61	84408.17		5591.83	93.78
01-7010-380	16000.00	4268.77	19762.74		-3762.74	123.51
01-7010-395	105000.00	2011.59	103611.95		1388.05	98.67
01-7010-397						
01-7010-398	22000.00		20121.93		1878.07	91.46
01-7010-526	28000.00	30.00	26388.97		1611.03	94.24
01-7010-535	32000.00	2590.32	31670.90		329.10	98.97
01-7010-610	1170000.00		98475.00		1071525.00	8.41
01-7010-613	900000.00	281058.74	957605.54		-57605.54	106.40
01-7010-616	22000.00		15282.58		6717.42	69.46
01-7010-617	200000.00	11206.00	111086.95		88913.05	55.54
01-7010-619	55000.00	4583.35	55000.20		-.20	100.00
01-7010-900	1000.00		-92.34		1092.34	-9.23
01-7010-993	8816.00		6185.55		2630.45	70.16
01-7010-994	1213556.00		1162340.06		51215.94	95.77
01-7010-995	336717.00	22321.92	216522.96		120194.04	64.30
01-7010-996	219371.00	31517.21	242259.36		-22888.36	110.43
01-7010-998	28075.00	3708.67	36306.50		-8231.50	129.31
01-7010-999	399930.00	44676.98	428623.32		-28693.32	107.17
TOTALS FOR JAIL	11630249.00	1242809.45	10617393.38	-391.59	1013247.21	91.28

REPORT DATE 10/12/2018  
 SYSTEM DATE 10/12/2018  
 FILES ID , P

COUNTY OF PIKE  
 STATEMENT OF ACTUAL AND ESTIMATED REVENUES

PAGE 1  
 TIME 11:04:30  
 USER SHARON

AS OF 12/2016

ACCOUNT NUMBER	DESCRIPTION	ESTIMATED REVENUE	ACTUAL MTD REVENUE	ACTUAL YTD REVENUE	UNREALIZED REVENUE	PERCENT RECEIVED
01-905	PRISONER PER DIEM-COUNTY					
01-910	PRISONER PER DIEM - ICE	3184573.00	1552110.68	5587029.19	-2402456.19	175.44
01-911	PRISONER PER DIEM-MARSHL.	180259.00	84054.08	289137.98	-108878.98	160.40
01-3420-920	MEDICAL REIMBURSEMENT	10000.00	16114.74	39095.80	-29095.80	390.95
01-3420-925	BICE misc.			2250.00	750.00	75.00
01-3420-930	TRANSPORTS	3000.00				
01-3420-932	YORK (ICE) TRANSPORTS					
01-3420-940	JAIL - MEALS	2000.00	5052.00	99139.79	-97139.79	4956.98
01-3420-945	JAIL MISCELLANEOUS	3000.00	-245.67	1047.33	1952.67	34.91
01-3420-950	SCAAP PROGRAM JBI	200000.00	120951.92	184532.59	15467.41	92.26
01-3420-955	PROGRAMS	2500.00	2383.00	8232.00	-5732.00	329.28
01-3420-960	DETAINEE WORK PROGRAM	204000.00	4000.00	210467.82	-6467.82	103.17
01-3420-965	MEALS ON WHEELS	1000.00			1000.00	
01-3420-970	CO TRAINING REIMBURSEMENT	300.00			300.00	
01-3420-972	TRAINING - OTHER COUNTIES	6000.00	3000.00	3000.00	3000.00	50.00
01-3420-975	SNOW REMOVAL INCOME					
		3796632.00	1787420.75	6423932.50	-2627300.50	169.20
TOTALS FOR JAIL						
		3796632.00	1787420.75	6423932.50	-2627300.50	169.20
REPORT TOTALS						



REPORT DATE 10/12/2018  
SYSTEM DATE 10/12/2018  
FILES ID P

COUNTY OF PIKE  
STATEMENT OF EXPENDITURES, ENCUMBRANCES & APPROPRIATIONS  
JAIL  
AS OF 12/2016

PAGE 1  
TIME 10:52:01  
USER SHARON

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
01-040	82373.00	14145.58	88914.63		-6541.63	107.94
01-060						
01-7010-061	127444.00	22855.31	138534.72		-11090.72	108.70
01-7010-065	124273.00	15361.91	128579.89		-4306.89	103.46
01-7010-070	131659.00	15560.00	134353.98		-2694.98	102.04
01-7010-075	305106.00	26437.62	271183.68		33922.32	88.88
01-7010-080	329104.00	30970.28	319713.02		9390.98	97.14
01-7010-081	159117.00	24881.60	170300.11		-11183.11	107.02
01-7010-082	413447.00	59407.84	450557.82		-37110.82	108.97
01-7010-097	2865644.00	264937.56	2797462.71		68181.29	97.62
01-7010-098	10228.00	1036.76	10320.53		-92.53	100.90
01-7010-099	185000.00	17545.52	196755.52		-11755.52	106.35
01-7010-100	340000.00	48503.13	462920.36		-122920.36	136.15
01-7010-101	2000.00	845.34	4916.68		-2916.68	245.83
01-7010-102	2000.00	105.00	2200.00		-200.00	110.00
01-7010-103	1635.00		1113.00		522.00	68.07
01-7010-104	3000.00		4734.26		-1734.26	157.80
01-7010-105	8000.00	1019.61	7841.28		158.72	98.01
01-7010-106	550.00	216.66	216.66		333.34	39.39
01-7010-107	6500.00	243.55	9213.25		-2713.25	141.74
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01-7010						

REPORT DATE 10/12/2018  
 SYSTEM DATE 10/12/2018  
 FILES ID P

COUNTY OF PIKE  
 STATEMENT OF EXPENDITURES, ENCUMBRANCES & APPROPRIATIONS  
 JAIL  
 AS OF 12/2016

PAGE 2  
 TIME 10:52:01  
 USER SHARON

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
01-255	24500.00	2557.52	24552.00		-52.00	100.21
01-259	5000.00		11461.33		-6461.33	229.22
01-7010-290	3000.00	513.40	5429.95		-2429.95	180.99
01-7010-291	800.00		328.95		471.05	41.11
01-7010-300						
01-7010-301	1000.00	56.28	942.00		58.00	94.20
01-7010-305	8000.00	11697.78	20752.90		-12752.90	259.41
01-7010-315	3000.00		3335.91		-335.91	111.19
01-7010-350	340000.00	70840.62	339932.83		67.17	99.98
01-7010-363	45000.00	10572.20	55872.59		-10872.59	124.16
01-7010-370	90000.00	8870.89	101683.59		-11683.59	112.98
01-7010-380	16000.00	2300.77	14385.24		1614.76	89.90
01-7010-395	100000.00	6412.33	106712.28		-6712.28	106.71
01-7010-398	22000.00	747.89	23679.13		-1679.13	107.63
01-7010-526	28000.00	2015.43	26982.05		1017.95	96.36
01-7010-535	32000.00	936.41	40247.41		-8247.41	125.77
01-7010-610	50000.00	196495.00	524550.00		-474550.00	1049.10
01-7010-613	900000.00	211015.02	931829.81		-31829.81	103.53
01-7010-616	22000.00	23760.57	43922.69		-21922.69	199.64
01-7010-617	200000.00	27409.93	138952.70		61047.30	69.47
01-7010-619	55000.00	4583.35	55000.20		-.20	100.00
01-7010-900	1000.00	196.56	964.19		35.81	96.41
01-7010-993	8816.00		6859.65		1956.35	77.80
01-7010-994	1187988.00		1098488.85		89499.15	92.46
01-7010-995	336717.00	32235.46	331969.88		4747.12	98.59
01-7010-996	132363.00	14907.31	126424.62		5938.38	95.51
01-7010-998	28075.00	3791.06	37316.92		-9241.92	132.91
01-7010-999	388114.00	41435.64	395072.66		-6958.66	101.79
TOTALS FOR JAIL	10122453.00	1295362.26	10725823.40		-603370.40	105.96

REPORT DATE 10/12/2018  
SYSTEM DATE 10/12/2018  
FILES ID P

COUNTY OF PIKE  
STATEMENT OF EXPENDITURES, ENCUMBRANCES & APPROPRIATIONS  
PRISON BOARD  
AS OF 12/2016

PAGE 3  
TIME 10:52:01  
USER SHARON

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
01-305						
PROFESSIONAL SERVICES	15000.00	1235.00	20706.75		-5706.75	138.04
05-614						
PRISON BOARD	1000.00		118.01		881.99	11.80
TOTALS FOR PRISON BOARD	16000.00	1235.00	20824.76		-4824.76	130.15



REPORT DATE 10/12/2018  
 SYSTEM DATE 10/12/2018  
 FILES ID P

COUNTY OF PIKE  
 STATEMENT OF ACTUAL AND ESTIMATED REVENUES

PAGE 1  
 TIME 11:01:20  
 USER SHARON

AS OF 12/2015

ACCOUNT NUMBER	DESCRIPTION	ESTIMATED REVENUE	ACTUAL MTD REVENUE	ACTUAL YTD REVENUE	UNREALIZED REVENUE	PERCENT RECEIVED
01-905	PRISONER PER DIEM-COUNTY					
01-910	PRISONER PER DIEM - ICE	4506472.00	1079129.16	3266517.41	1239954.59	72.48
01-911	PRISONER PER DIEM-MARSHL.	150000.00	57222.30	502164.80	-352164.80	334.77
01-920	MEDICAL REIMBURSEMENT	18000.00	4160.46	14613.02	3386.98	81.18
01-3420-925	BICE misc.	5000.00			5000.00	
01-3420-930	TRANSPORTS	43000.00		1725.00	41275.00	4.01
01-3420-932	YORK (ICE) TRANSPORTS					
01-3420-940	JAIL - MEALS					
01-3420-945	JAIL MISCELLANEOUS	4500.00	117352.54	124045.08	-119545.08	2756.55
01-3420-950	SCAAP PROGRAM JBI	4000.00		3039.93	960.07	75.99
01-3420-955	PROGRAMS	220000.00	-109760.28	-42716.75	262716.75	-19.41
01-3420-960	DETAINEE WORK PROGRAM	2800.00	1359.00	4884.00	-2084.00	174.42
01-3420-965	MEALS ON WHEELS	141492.00	20186.81	182692.41	-41200.41	129.11
01-3420-970	CO TRAINING REIMBURSEMENT	1000.00		220.19	779.81	22.01
01-3420-972	TRAINING - OTHER COUNTIES			1500.00	-1500.00	
01-3420-975	SNOW REMOVAL INCOME	6000.00			6000.00	
		5102264.00	1169649.99	4058685.09	1043578.91	79.54
TOTALS FOR JAIL						
		5102264.00	1169649.99	4058685.09	1043578.91	79.54
REPORT TOTALS						

REPORT DATE 10/12/2018  
 SYSTEM DATE 10/12/2018  
 FILES ID P

COUNTY OF PIKE  
 STATEMENT OF EXPENDITURES, ENCUMBRANCES & APPROPRIATIONS  
 JAIL  
 AS OF 12/2015

PAGE 1  
 TIME 10:50:22  
 USER SHARON

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
01-040					-5881.70	107.35
01-060					-9235.76	107.46
01-7010-061					-42.02	100.03
01-7010-065					-559.63	100.43
01-7010-070					-3030.02	101.11
01-7010-075					-473.81	100.15
01-7010-080					-3416.88	102.21
01-7010-081					7159.92	98.22
01-7010-082					105942.19	96.22
01-7010-097					-39.22	100.38
01-7010-098					-27632.16	114.93
01-7010-099					87124.32	78.21
01-7010-100					396.41	80.17
01-7010-101					-320.92	116.04
01-7010-120					437.00	73.27
01-7010-122					-202.00	106.73
01-7010-140					382.33	95.75
01-7010-145					456.97	16.91
01-7010-150					-4079.66	167.99
01-7010-151						
01-7010-152					1716.71	50.95
01-7010-157					50197.70	91.96
01-7010-158					402.60	73.16
01-7010-159					188.94	95.27
01-7010-161					2132.03	89.33
01-7010-165					1551.05	95.29
01-7010-166					2953.17	79.63
01-7010-167					944.84	96.85
01-7010-168					-3023.22	115.11
01-7010-169					-739.67	105.28
01-7010-170					-42.18	100.17
01-7010-221					-361.67	102.00
01-7010-245					4.16	99.93
01-7010-246					7812.79	79.44
01-7010-248					-2210.00	542.00

REPORT DATE 10/12/2018  
 SYSTEM DATE 10/12/2018  
 FILES ID P

COUNTY OF PIKE  
 STATEMENT OF EXPENDITURES, ENCUMBRANCES & APPROPRIATIONS  
 JAIL  
 AS OF 12/2015

PAGE 2  
 TIME 10:50:22  
 USER SHARON

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
01-255 LEADATA	24500.00	2557.52	24552.00		-52.00	100.21
01-259 COMPUTER MAINTENANCE	2000.00	186.04	6636.65	235.00	-4871.65	343.58
01-7010-290 ADVERTISING	2500.00	366.65	4173.83		-1673.83	166.95
01-7010-291 SUBSCRIPTIONS	800.00		524.45		275.55	65.55
01-7010-300 CAPITAL IMPROVEMENTS			10043.42		-10043.42	
01-7010-301 COMPUTER SOFTWARE/ACCESS.	1000.00				1000.00	
01-7010-305 PROFESSIONAL SERVICES	8000.00	14578.91	16422.91		-8422.91	205.28
01-7010-315 EXAMS/IMMUNIZATIONS	3000.00		2927.13		72.87	97.57
01-7010-350 UTILITIES	340000.00	62019.07	328671.77		11328.23	96.66
01-7010-363 SEWAGE TRTMT. OPERATIONS	45000.00	35934.13	76004.39		-31004.39	168.89
01-7010-370 CAR MAINTENANCE/GASOLINE	30000.00	4716.61	16939.69		13060.31	56.46
01-7010-380 GARBAGE PICK-UP	16000.00	3776.77	15021.23		978.77	93.88
01-7010-395 JAIL MT./REPAIRS	105000.00	16084.33	85152.15		19847.85	81.09
01-7010-398 GROUND MAINT/PEST CONTROL	22000.00		31996.77		-9996.77	145.43
01-7010-526 UNIFORMS	28000.00	3311.04	30477.52		-2477.52	108.84
01-7010-535 NUTRITION FOR THE ELDERLY	32000.00	2141.01	24487.50		7512.50	76.52
01-7010-610 INMATE HOUSING	150000.00				150000.00	
01-7010-613 MEDICAL EXPENSES	860000.00	223027.50	845346.00		14654.00	98.29
01-7010-616 INMATE WORKERS	22000.00	39759.97	60071.79		-38071.79	273.05
01-7010-617 MENT & PROGRAMS	275000.00	8149.92	93871.86		181128.14	34.13
01-7010-619 S & ALCOHOL SERVICES		4583.35	55000.10		-55000.10	
01-7010-900 MISCELLANEOUS	1000.00		236.22		763.78	23.62
01-7010-993 LIFE INSURANCE BENEFIT	8816.00		6888.00		1928.00	78.13
01-7010-994 MEDICAL BENEFITS	1187988.00		1126294.04		61693.96	94.80
01-7010-995 WORKER COMP BENEFIT EXP.	386531.00	38719.32	388567.87		-2036.87	100.52
01-7010-996 PENSION BENEFIT PAYABLE	196653.00	17625.12	181069.59		15583.41	92.07
01-7010-998 UNEMPLOYMENT BENEFIT EXP.	28413.00	2508.71	29249.88		-836.88	102.94
01-7010-999 FICA BENEFIT EXPENSE	336651.00	38077.16	370942.06		-34291.06	110.18
TOTALS FOR JAIL	9985442.00	1097171.70	9495646.21	235.00	489560.79	95.09

# Inmate Commitment Summary Report

Today's Date: 10/11/18 12:36

Full Name:

Booking #:

Booking Information	
Birth Date:	662
Age At Booking:	37
Current Age:	37
Sex:	Male
Race:	WHITE
Marital Status:	MARRIED
SSN:	N/A
Admission Type:	HOLD FOR IMMIGRATION & CUSTOMS
County Code:	OUT OF STATE
Committed By:	IMMIGRATION & CUSTOMS ENFORCEMENT
Date/Time:	09/10/2018 10:20
Transported By:	-
Shift:	2
Officer Name:	OFFICER - HOWARD, DARRELL
Officer ID #:	
State ID #:	
FBI #:	
Permanent ID #:	
TID Number:	
CID Number:	

Physical Information	
Height:	507
Hair Length:	ABOVE EAR
Weight:	159
Face Hair:	NONE
Eye Color:	BROWN
Complexion:	OLIVE
Hair Color:	BLACK
Build:	MEDIUM FRAMED

Affiliations Information	
Citizen Of:	INDIA
Place Of Birth:	INDIA
Country Of Birth:	INDIA
County Of Residence:	99
Religion:	HINDU
Gang Affiliation:	NONE
Drivers License State:	WA

Inmate Address	
Phone Number	

Family Information	
No. Of Dependents: 2	No. In Siblings Rank: 4
Number Of Siblings: 3	

Family Address	Phone Number
This person is an emergency contact.	

Education Information	
Highest Grade Completed: TWELFTH	
Has Ever Received Special Education? NONE	
Last School Attended: SCHOOL IN INDIA	
Native Language:	
Can Inmate Speak English: Yes	

Medical Information	
Regular Physician Name: NONE	Shift: 2
Address:	Date: 09/10/2018 10:29
	Officer: OFFICER - HOWARD, DARRELL
Phone Number:	Last Medical Check Up:
Health Insurance Provider:	Last Dental Check Up:
Provider Access Number:	

Employer	Job Title	Salary	City	State	Start Date	End Date
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**Work Release Information**

Eligible:  
 Date Eligible:  
 Place on Work Release:

**Employment Status Information**

Employment Status At Arrest: Unemployed  
 Professional Licenses:  
 Special Skills/Job Duties:

**Military Background Information**

Service Branch:  
 Start Date:  
 End Date:  
 Discharge:  
 Aptitude Test Results:

Effective Date: 09/10/2018      Sentence Date:      Case / Docket #      Date Case Was Booked: 09/10/2018 10:31  
 OTN #:      Bond Amount:      Case Order # 1  
 Status: Not Sentenced      Type: Initial      Days Served: 32  
 Date/Time Added: 09/10/2018 10:31

**Charges**

Offense Date	Offense Code	Offense Description	Grade
	TEMP - ICE	HOLD FOR IMMIGRATION & CUSTOMS ENFORCEMENT	

**Arrest Information**

Arrest Date:      Arresting Agency:      Arresting Officer:  
 Arrest Number:      Address:  
 Citation Number:  
 Warrant Number:

**Sentencing Summary**

	Years	Months	Days
Minimum:			
Maximum:			
Probation:			

Total Fines:  
 Costs:  
 Restitution:

Hearing Information		Magistrate #		Hearing Disposition		Court Location		Court Name	
Hearing Date	Hearing Type	Judge	Magistrate #	Magistrate Docket	Hearing Disposition	Court Location	Court Name		
<b>Detainer Information</b>									
Complaint Number	Date Detainer Received	Detainer Type	Complaint Date	Detainer Bond	Issuing Agency	Detainer Set By	Charges	Complaint Released	Release Date
<b>Alias Information</b>									
Last Name, First Name, Middle			Social Security #		Birthdate		Source		
[REDACTED]			768-46-8508						
No Alias on file.									



Date: \_\_\_\_\_

B#3

To: David Clark  
CAP Program  
Immigration and Customs Enforcement  
Fax: 570 775 1544  
Phone: 570 775 1545

From: \_\_\_\_\_  
Pike County Correctional Facility  
Phone: 570 775 5500  
Fax: 570 775 2790

**NOTIFICATION OF FOREIGN NATIONAL INCARCERATED**

(Please enter as much information as possible)

Name of Inmate: \_\_\_\_\_

Alias: \_\_\_\_\_ Alien Number (if known) \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Country of Birth: \_\_\_\_\_

Inmate Number: \_\_\_\_\_ Social Security: \_\_\_\_\_

FBI Number: \_\_\_\_\_ State ID #: \_\_\_\_\_

Home Address: \_\_\_\_\_

Criminal Charges: \_\_\_\_\_

Criminal Docket#: \_\_\_\_\_

Other Information/Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**RESULTS OF ICE DRO INVESTIGATION**

\_\_\_\_\_ Subject is a U.S. Citizen or National (circle one) Birth Derivative Naturalization  
ICE has no further interest.

\_\_\_\_\_ Subject has legal status in the U.S.. He has no criminal convictions or pending charges that  
would warrant a deportation proceeding. ICE has no current interest. Please notify ICE if subject  
is charged with any other crimes.

\_\_\_\_\_ Subject has legal status in the U.S. and not currently deportable. There are pending charges that  
may justify deportation proceeding if subject is convicted. ICE will track the criminal  
proceedings. Please notify ICE of any change in custody status, but do not detain without a  
detainer.

\_\_\_\_\_ Subject is deportable. A detainer will be placed.

ICE Officer \_\_\_\_\_

Date \_\_\_\_\_

B#4  
8 INTERVIEWS WERE  
CONDUCTED SINCE 2015.

# PIKE COUNTY CORRECTIONAL FACILITY

## MEMO

**DATE** : February 2, 2015  
**TO** : Warden Lowe  
**FROM** : Sergeant Kumburis, Records Manager  
**RE** : Federal Billing Adjustments for January 2015

U.S. Marshal's

OUT

IN

No Adjustments

I.C.E.

OUT

IN

Adjustments

Ladziansky, Roman

01/23/15

1/23/2015

Inmate was county custody

Then Detained as ICE Custody

N.P.S.

OUT

IN

No Adjustments

file

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. P00004		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.	
6. ISSUED BY ICE/Detention Compliance & Removals Immigration and Customs Enforcement Office of Acquisition Management 801 I Street, NW Suite 930 WASHINGTON DC 20536		CODE ICE/DCR		5. PROJECT NO. (If applicable)	
		7. ADMINISTERED BY (If other than Item 6) ICE/Detention Compliance & Removals Immigration and Customs Enforcement Office of Acquisition Management 801 I Street NW, suite 930 Washington DC 20536		CODE ICE/DCR	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) PIKE COUNTY OF 175 PIKE COUNTY BLVD LORDS VALLEY PA 184289151		(X)		9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
		X		10A. MODIFICATION OF CONTRACT/ORDER NO. EROIGSA-12-0002	
				10B. DATED (SEE ITEM 13) 11/18/2011	
CODE 9572547820000		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)  
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) Bilateral Modification: Rate Increase

E. IMPORTANT: Contractor ☐ is not. ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 957254782

The purpose of this modification is to:

1. Incorporate PBNDS 2011 for Suicide Prevention and Intervention only which is Standard 4.6-Significant Self-Harm and Suicide Prevention and Intervention;
2. Increase the bed day rate from \$82.31 by \$1.10 to \$83.41 as a result of incorporating Standard 4.6. The increase will be effective when Pike County notifies the Contracting Officer that the additional personnel for Mental Health Care coverage have been hired. Another modification will be issued to indicate the effective date of the rate increase;
3. Incorporate Pike County's proposal for the bed day rate increase (dated April 28, 2016)

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15. NAME AND TITLE OF SIGNER OF AMENDMENT Matthew H. Osterbauer		16. NAME AND TITLE OF CONTRACTING OFFICER/ENDORSEMENT Kathryn Schiller	
17. DATE SIGNED 9-6-16		18. DATE SIGNED 9-9-16	

19. SIGNATURE OF CONTRACTING OFFICER/ENDORSEMENT  
Kathryn Schiller

20. SIGNATURE OF AMENDMENT  
Matthew H. Osterbauer

21. SIGNATURE OF CONTRACTING OFFICER/ENDORSEMENT  
Kathryn Schiller

22. SIGNATURE OF AMENDMENT  
Matthew H. Osterbauer

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EROIGSA-12-0002/P00004

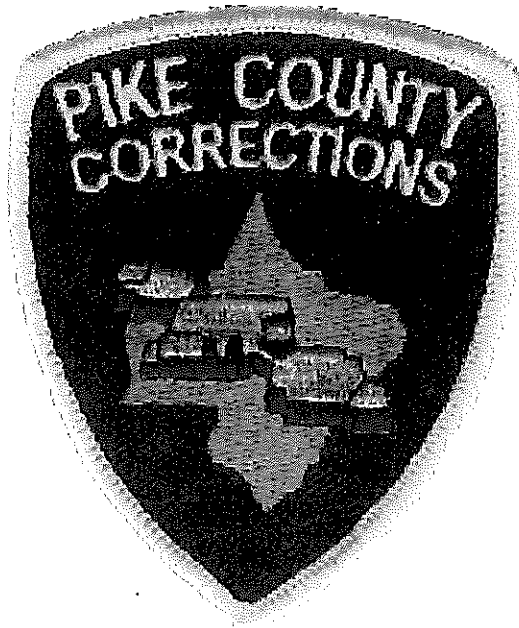
PAGE 2 OF 2

NAME OF OFFEROR OR CONTRACTOR  
PIKE COUNTY OF

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>and the letter from PrimeCare Medical to Warden Lowe on March 28, 2016 that outlines PrimeCare Medical's request for an additional 44 hours per week of Qualified Mental Health Professional (QMHP) coverage; this will result in QMHP being available eight (8) hours per day, Monday through Friday, and four (4) hours per day on Saturday and Sunday.</p> <p>All other terms and conditions remain the same. Exempt Action: Y Period of Performance: 11/09/2011 to 11/08/2016</p>				

**INTERGOVERNMENTAL**

**SERVICE AGREEMENT**



EROIGSA-12-0002  
INTERGOVERNMENTAL SERVICE AGREEMENT  
BETWEEN THE  
UNITED STATES DEPARTMENT OF HOMELAND SECURITY  
U.S. IMMIGRATION AND CUSTOMS ENFORCEMENT  
OFFICE OF ENFORCEMENT AND REMOVAL OPERATIONS  
AND  
(Pike County, Pennsylvania)

This Intergovernmental Service Agreement ("Agreement") is entered into between United States Department of Homeland Security Immigration and Customs Enforcement ("ICE"), and Pike County, ("Service Provider") for the detention and care of aliens ("detainees"). The term "Parties" is used in this Agreement to refer jointly to ICE and the Service Provider.

**FACILITY LOCATION:**

The Service Provider shall provide detention services for detainees at the following institution(s):

**Pike County Correctional Facility**  
**175 Pike County Blvd**  
**Lords Valley, PA 18428**

The following documents constitute the complete agreement:

- Intergovernmental Service Agreement (IGSA)
- Proposal dated , as revised dated , incorporated herein by reference
- Attachment 1 - Performance Outcomes, 2008 Performance-Based National Detention Standards (PBNDS)
- Attachment 2 - Title 29, Part 4 Labor Standards for Federal Service Contracts
- Attachment 3 - Wage Determination Number: , Dated

*am* *am*  
*am*

IN WITNESS WHEREOF, the undersigned, duly authorized officers, have subscribed their names on behalf of the Pike County, PA and Department of Homeland Security, U.S. Immigration and Customs Enforcement.

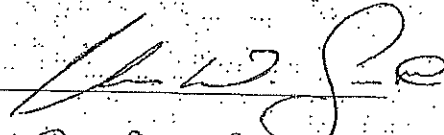
**ACCEPTED:**

U.S. Immigration and Customs Enforcement

Charles W. James III  
Contracting Officer,  
U.S. Immigration and Customs Enforcement

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

  
09 November 2011


**ACCEPTED:**

Pike County Commissioners  
506 Broad Street  
Milford, PA 18337

Richard A. Caridi  
Chairman  
Pike County Commissioners

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

  
11/2/11

## TITLE 29--LABOR

### PART 4 LABOR STANDARDS FOR FEDERAL SERVICE CONTRACTS--Table of Contents

#### Subpart A Service Contract Labor Standards Provisions and Procedures

Sec. 4.6 Labor standards clauses for Federal service contracts exceeding \$2,500.

The clauses set forth in the following paragraphs shall be included in full by the contracting agency in every contract/Inter-Governmental Service Agreement (IGSA) entered into by the United States or the District of Columbia, in excess of \$2,500, or in an indefinite amount, the principal purpose of which is to furnish services through the use of service employees:

(a) Service Contract Act of 1965, as amended: This contract/IGSA is subject to the Service Contract Act of 1965 as amended (41 U.S.C. 351 et seq.) and is subject to the following provisions and to all other applicable provisions of the Act and regulations of the Secretary of Labor issued there under (29 CFR part 4).

(b) (1) Each service employee employed in the performance of this Contract/IGSA by the contractor or any subcontractor shall be paid not less than the minimum monetary wages and shall be furnished fringe benefits in accordance with the wages and fringe benefits determined by the Secretary of Labor or authorized representative, as specified in any wage determination attached to this contract.

(2) (i) If there is such a wage determination attached to this Contract/IGSA, the contracting officer shall require that any class of service employee which is not listed therein and which is to be employed under the Contract/IGSA (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed class of employees shall be paid the monetary wages and furnished the fringe benefits as are determined pursuant to the procedures in this section.

(ii) Such conforming procedure shall be initiated by the contractor prior to the performance of contract/IGSA work by such unlisted class of employee. A written report of the proposed conforming action, including information regarding the agreement or disagreement of the authorized representative of the employees involved or, where there is no authorized representative, the employees themselves, shall be submitted by the contractor to the contracting officer no later than 30 days after such unlisted class of employees performs any Contract/IGSA work. The contracting officer shall review the proposed action and promptly submit a report of the action, together with the agency's recommendation and all pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. The Wage and Hour Division will approve, modify, or disapprove the action or render a final determination in the event of disagreement within 30 days of receipt or will notify the contracting officer within 30 days of receipt that additional time is necessary.



(iii) The final determination of the conformance action by the Wage and Hour Division shall be transmitted to the contracting officer who shall promptly notify the contractor of the action taken. Each affected employee shall be furnished by the contractor with a written copy of such determination or it shall be posted as a part of the wage determination.

(iv) (A) The process of establishing wage and fringe benefit rates that bears a reasonable relationship to those listed in a wage determination cannot be [[Page 41]] reduced to any single formula. The approach used may vary from wage determination to wage determination depending on the circumstances. Standard wage and salary administration practices, which rank various job classifications by pay grade pursuant to point schemes or other job factors may, for example, be relied upon. Guidance may also be obtained from the way different jobs are rated under Federal pay systems (Federal Wage Board Pay System and the General Schedule) or from other wage determinations issued in the same locality. Basic to the establishment of any conformable wage rate(s) is the concept that a pay relationship should be maintained between job classifications based on the skill required and the duties performed.

(B) In the case of a Contract/IGSA modification, an exercise of an option or extension of an existing contract, or in any other case where a contractor succeeds a Contract/IGSA under which the classification in question was previously conformed pursuant to this section, a new conformed wage rate and fringe benefits may be assigned to such conformed classification by indexing (i.e., adjusting) the previous conformed rate and fringe benefits by an amount equal to the average (mean) percentage increase (or decrease, where appropriate) between the wages and fringe benefits specified for all classifications to be used on the Contract/IGSA which are listed in the current wage determination, and those specified for the corresponding classifications in the previously applicable wage determination. Where conforming actions are accomplished in accordance with this paragraph prior to the performance of Contract/IGSA work by the unlisted class of employees, the contractor shall advise the contracting officer of the action taken but the other procedures in paragraph (b) (2) (ii) of this section need not be followed.

(C) No employee engaged in performing work on this Contract/IGSA shall in any event be paid less than the currently applicable minimum wage specified under section 6(a) (1) of the Fair Labor Standards Act of 1938, as amended. (v) The wage rate and fringe benefits finally determined pursuant to paragraphs (b) (2) (i) and (ii) of this section shall be paid to all employees performing in the classification from the first day on which Contract/IGSA work is performed by them in the classification. Failure to pay such unlisted employees the compensation agreed upon by the interested parties and/or finally determined by the Wage and Hour Division retroactive to the date such class of employees commenced Contract/IGSA work shall be a violation of the Act and this contract. (vi) Upon discovery of failure to comply with paragraphs (b) (2) (i) through (v) of this section, the Wage and Hour Division shall make a final determination of conformed classification, wage rate, and/or fringe benefits which shall be retroactive to the date such class of employees commenced Contract/IGSA work.

(3) If, as authorized pursuant to section 4(d) of the Service Contract Act of 1965 as amended, the term of this Contract/IGSA is more than 1 year, the minimum monetary wages and fringe benefits required to be paid or furnished there under to service employees shall be subject to adjustment after 1 year and not less often than once every 2 years, pursuant to wage determinations

Attachment 2  
EROIGSA-11-0008

to be issued by the Wage and Hour Division, Employment Standards Administration of the Department of Labor as provided in such Act.

(c) The contractor or subcontractor may discharge the obligation to furnish fringe benefits specified in the attachment or determined conformably thereto by furnishing any equivalent combinations of bona fide fringe benefits, or by making equivalent or differential payments in cash in accordance with the applicable rules set forth in subpart D of 29 CFR part 4, and not otherwise.

(d) (1) In the absence of a minimum wage attachment for this contract, neither the contractor nor any subcontractor under this Contract/IGSA shall pay any person performing work under the Contract/IGSA (regardless of whether they are service employees) less than the minimum wage specified by section 6(a)(1) of the Fair Labor Standards Act of 1938. Nothing in this provision shall relieve the contractor or any subcontractor of any other obligation under [[Page 42]] law or Contract/IGSA for the payment of a higher wage to any employee.

(2) If this Contract/IGSA succeeds a contract, subject to the Service Contract Act of 1965 as amended, under which substantially the same services were furnished in the same locality and service employees were paid wages and fringe benefits provided for in a collective bargaining agreement, in the absence of the minimum wage attachment for this Contract/IGSA setting forth such collectively bargained wage rates and fringe benefits, neither the contractor nor any subcontractor under this Contract/IGSA shall pay any service employee performing any of the Contract/IGSA work (regardless of whether or not such employee was employed under the predecessor contract), less than the wages and fringe benefits provided for in such collective bargaining agreements, to which such employee would have been entitled if employed under the predecessor contract, including accrued wages and fringe benefits and any prospective increases in wages and fringe benefits provided for under such agreement. No contractor or subcontractor under this Contract/IGSA may be relieved of the foregoing obligation unless the limitations of Sec. 4.1b(b) of 29 CFR part 4 apply or unless the Secretary of Labor or his authorized representative finds, after a hearing as provided in Sec. 4.10 of 29 CFR part 4 that the wages and/or fringe benefits provided for in such agreement are substantially at variance with those which prevail for services of a character similar in the locality, or determines, as provided in Sec. 4.11 of 29 CFR part 4, that the collective bargaining agreement applicable to service employees employed under the predecessor Contract/IGSA was not entered into as a result of arm's-length negotiations. Where it is found in accordance with the review procedures provided in 29 CFR 4.10 and/or 4.11 and parts 6 and 8 that some or all of the wages and/or fringe benefits contained in a predecessor contractor's collective bargaining agreement are substantially at variance with those which prevail for services of a character similar in the locality, and/or that the collective bargaining agreement applicable to service employees employed under the predecessor Contract/IGSA was not entered into as a result of arm's-length negotiations, the Department will issue a new or revised wage determination setting forth the applicable wage rates and fringe benefits. Such determination shall be made part of the Contract/IGSA or subcontract, in accordance with the decision of the Administrator, the Administrative Law Judge, or the Administrative Review Board, as the case may be, irrespective of whether such issuance occurs prior to or after the award of a Contract/IGSA or subcontract. 53 Comp. Gen. 401 (1973). In the case of a wage determination issued solely as a result of a finding of substantial

Attachment 2  
EROIGSA-11-0008

variance, such determination shall be effective as of the date of the final administrative decision.

(e) The contractor and any subcontractor under this Contract/IGSA shall notify each service employee commencing work on this Contract/IGSA of the minimum monetary wage and any fringe benefits required to be paid pursuant to this contract, or shall post the wage determination attached to this contract. The poster provided by the Department of Labor (Publication WH 1313) shall be posted in a prominent and accessible place at the worksite. Failure to comply with this requirement is a violation of section 2(a) (4) of the Act and of this contract.

(f) The contractor or subcontractor shall not permit any part of the services called for by this Contract/IGSA to be performed in buildings or surroundings or under working conditions provided by or under the control or supervision of the contractor or subcontractor which are unsanitary or hazardous or dangerous to the health or safety of service employees engaged to furnish these services, and the contractor or subcontractor shall comply with the safety and health standards applied under 29 CFR part 1925.

(g)(1) The contractor and each subcontractor performing work subject to the Act shall make and maintain for 3 years from the completion of the work records containing the information specified in paragraphs (g)(1) (i) through (vi) of this section for each employee subject to the Act and shall make them available for inspection [[Page 43]] and transcription by authorized representatives of the Wage and Hour Division, Employment Standards Administration of the U.S. Department of Labor:

(i) Name and address and social security number of each employee.

(ii) The correct work classification or classifications, rate or rates of monetary wages paid and fringe benefits provided, rate or rates of fringe benefit payments in lieu thereof, and total daily and weekly compensation of each employee.

(iii) The number of daily and weekly hours so worked by each employee.

(iv) Any deductions, rebates, or refunds from the total daily or weekly compensation of each employee.

(v) A list of monetary wages and fringe benefits for those classes of service employees not included in the wage determination attached to this Contract/IGSA but for which such wage rates or fringe benefits have been determined by the interested parties or by the Administrator or authorized representative pursuant to the labor standards clause in paragraph (b) of this section. A copy of the report required by the clause in Paragraph (b) (2) (ii) of this section shall be deemed to be such a list.

(vi) Any list of the predecessor contractor's employees which had been furnished to the contractor pursuant to Sec. 4.6(1)(2).

(2) The contractor shall also make available a copy of this Contract/IGSA for inspection or transcription by authorized representatives of the Wage and Hour Division.

Attachment 2  
EROIGSA-11-0008

(3) Failure to make and maintain or to make available such records for inspection and transcription shall be a violation of the regulations and this contract, and in the case of failure to produce such records, the contracting officer, upon direction of the Department of Labor and notification of the contractor, shall take action to cause suspension of any further payment or advance of funds until such violation ceases.

(4) The contractor shall permit authorized representatives of the Wage and Hour Division to conduct interviews with employees at the worksite during normal working hours.

(h) The contractor shall unconditionally pay to each employee subject to the Act all wages due free and clear and without subsequent deduction (except as otherwise provided by law or Regulations, 29 CFR part 4), rebate, or kickback on any account. Such payments shall be made no later than one pay period following the end of the regular pay period in which such wages were earned or accrued. A pay period under this Act may not be of any duration longer than semi-monthly.

(i) The contracting officer shall withhold or cause to be withheld from the Government prime contractor under this or any other Government Contract/IGSA with the prime contractor such sums as an appropriate official of the Department of Labor requests or such sums as the contracting officer decides may be necessary to pay underpaid employees employed by the contractor or subcontractor. In the event of failure to pay any employees subject to the Act all or part of the wages or fringe benefits due under the Act, the agency may, after authorization or by direction of the Department of Labor and written notification to the contractor, take action to cause suspension of any further payment or advance of funds until such violations have ceased. Additionally, any failure to comply with the requirements of these clauses relating to the Service Contract Act of 1965, may be grounds for termination of the right to proceed with the Contract/IGSA work. In such event, the Government may enter into other contracts or arrangements for completion of the work, charging the contractor in default with any additional cost.

(j) The contractor agrees to insert these clauses in this section relating to the Service Contract Act of 1965 in all Subcontracts subject to the Act. The term contractor as used in these clauses in any subcontract shall be deemed to refer to the subcontractor, except in the term Government prime contractor.

(k) (1) As used in these clauses, the term service employee means any person engaged in the performance of this Contract/IGSA other than any person employed in a bona fide executive, administrative, or professional capacity, as those terms are defined in part 541 of title 29, Code of Federal Regulations, as of July [[Page44]] 30, 1976, and any subsequent revision of those regulations. The term service employee includes all such persons regardless of any contractual relationship that may be alleged to exist between a contractor or subcontractor and such persons.

(2) The following statement is included in contracts pursuant to section 2(a) (5) of the Act and is for informational purposes only:

The following classes of service employees expected to be employed under the Contract/IGSA with the Government would be subject, if employed by the contracting agency, to the provisions of 5 U.S.C. 5341 or 5 U.S.C. 5332 and

Attachment 2  
EROIGSA-11-0008

would, if so employed, be paid not less than the following rates of wages and fringe benefits:

Employee class	wage-fringe benefit
GS-05	\$14.24
GS-07	\$17.64

Search current rates at <http://www.opm.gov/oca/08tables/>

(1)(1) If wages to be paid or fringe benefits to be furnished any service employees employed by the Government prime contractor or any subcontractor under the Contract/IGSA are provided for in a collective bargaining agreement which is or will be effective during any period in which the Contract/IGSA is being performed, the Government prime contractor shall report such fact to the contracting officer, together with full information as to the application and accrual of such wages and fringe benefits, including any prospective increases, to service employees engaged in work on the contract, and a copy of the collective bargaining agreement. Such report shall be made upon commencing performance of the contract, in the case of collective bargaining agreements effective at such time, and in the case of such agreements or provisions or amendments thereof effective at a later time during the period of Contract/IGSA performance, such agreements shall be reported promptly after negotiation thereof.

(2) Not less than 10 days prior to completion of any Contract/IGSA being performed at a Federal facility where service employees may be retained in the performance of the succeeding Contract/IGSA and subject to a wage determination which contains vacation or other benefit provisions based upon length of service with a contractor (predecessor) or successor (Sec. 4.173 of Regulations, 29 CFR part 4), the incumbent prime contractor shall furnish to the contracting officer a certified list of the names of all service employees on the contractor's or subcontractor's payroll during the last month of Contract/IGSA performance. Such list shall also contain anniversary dates of employment on the Contract/IGSA either with the current or predecessor contractors of each such service employee. The contracting officer shall turn over such list to the successor contractor at the commencement of the succeeding contract.

(m) Rulings and interpretations of the Service Contract Act of 1965, as amended, are contained in Regulations, 29 CFR part 4.

(n)(1) By entering into this contract, the contractor (and officials thereof) certifies that neither it (nor he or she) nor any person or firm who has a substantial interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of the sanctions imposed pursuant to section 5 of the Act.

(2) No part of this Contract/IGSA shall be subcontracted to any person or firm ineligible for award of a Government Contract/IGSA pursuant to section 5 of the Act.

(3) The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

(o) Notwithstanding any of the clauses in paragraphs (b) through (m) of this section relating to the Service Contract Act of 1965, the following employees may be employed in accordance with the following variations, tolerances, and exemptions, which the Secretary of Labor, pursuant to section 4(b) of the Act prior to its amendment by Public Law 92-473, found to be necessary and proper in the public interest or to avoid serious impairment of the conduct of Government business:

(1) Apprentices, student-learners, and workers whose earning capacity is impaired by age, physical, or mental deficiency or injury may be employed at wages lower than the minimum wages otherwise required by section 2(a) (1) or [Page 45]]

(2) (b) (1) of the Service Contract Act without diminishing any fringe benefits or cash payments in lieu thereof required under section 2(a) (2) of that Act, in accordance with the conditions and procedures prescribed for the employment of apprentices, student-learners, handicapped persons, and handicapped clients of sheltered workshops under section 14 of the Fair Labor Standards Act of 1938, in the regulations issued by the Administrator (29 CFR parts 520, 521, 524, and 525).

(3) The Administrator will issue certificates under the Service Contract Act for the employment of apprentices, student-learners, handicapped persons, or handicapped clients of sheltered workshops not subject to the Fair Labor Standards Act of 1938, or subject to different minimum rates of pay under the two acts, authorizing appropriate rates of minimum wages (but without changing requirements concerning fringe benefits or supplementary cash payments in lieu thereof), applying procedures prescribed by the applicable regulations issued under the Fair Labor Standards Act of 1938 (29 CFR parts 520, 521, 524, and 525).

(4) The Administrator will also withdraw, annul, or cancel such certificates in accordance with the regulations in parts 525 and 528 of title 29 of the Code of Federal Regulations.

(p) Apprentices will be permitted to work at less than the predetermined rate for the work they perform when they are employed and individually registered in a bona fide apprenticeship program registered with a state Apprenticeship Agency which is recognized by the U.S. Department of Labor, or if no such recognized agency exists in a state, under a program registered with the Bureau of Apprenticeship and Training, Employment and Training Administration, U.S. Department of Labor. Any employee who is not registered as an apprentice in an approved program shall be paid the wage rate and fringe benefits contained in the applicable wage determination for the journeyman classification of work actually performed. The wage rates paid apprentices shall not be less than the wage rate for their level of progress set forth in the registered program, expressed as the appropriate percentage of the journeyman's rate contained in the applicable wage determination. The allowable ratio of apprentices to journeymen employed on the contract/IGSA work in any craft classification shall not be greater than the ratio permitted to the contractor as to his entire work force under the registered program.

(q) Where an employee engaged in an occupation in which he or she customarily and regularly receives more than \$30 a month in tips, the amount of tips received by the employee may be credited by the employer against the minimum wage required by Section 2(a) (1) or 2(b) (1) of the Act to the extent

Attachment 2  
EROIGSA-11-0008

permitted by section 3(m) of the Fair Labor Standards Act and Regulations, 29 CFR part 531. To utilize this provision:

(1) The employer must inform tipped employees about this tip credit allowance before the credit is utilized;

(2) The employees must be allowed to retain all tips (individually or through a pooling arrangement and regardless of whether the employer elects to take a credit for tips received);

(3) The employer must be able to show by records that the employee receives at least the applicable Service Contract Act minimum wage through the combination of direct wages and tip credit;

(4) The use of such tip credit must have been permitted under any predecessor collective bargaining agreement applicable by virtue of section 4(c) of the Act.

(r) Disputes concerning labor standards. Disputes arising out of the labor standards provisions of this contract/IGSA shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR parts 4, 6, and 8. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives. (The information collection, recordkeeping, and reporting requirements contained in this section have been approved by the Office of Management and Budget under the following numbers:

[[Page 46]]

Paragraph	OMB control number
(b) (2) (i) -- (iv) .....	1215-0150
(e) .....	1215-0150
(g) (1) (i) -- (iv) .....	1215-0017
(g) (1) (v), (vi) .....	1215-0150
(1) (1), (2) .....	1215-0150
(g) (3) .....	1215-0017

[48 FR 49762, Oct. 27, 1983; 48 FR 50529, Nov. 2, 1983, as amended at 61 FR 68663, Dec. 30, 1996]

NSN 7540-01-162-8030  
Previous edition unusable



Attachment A

201102141

U.S. DEPARTMENT OF LABOR  
EMPLOYMENT STANDARDS ADMINISTRATION  
WAGE AND HOUR DIVISION  
WASHINGTON D.C. 20210

Wage Determination No.: 2011-0214  
Revision No.: 1  
Date of Last Revision: 11/07/2011

REGISTER OF WAGE DETERMINATIONS UNDER  
THE SERVICE CONTRACT ACT  
By direction of the Secretary of Labor  
Diane C. Kopiewski  
Division of  
Wage Determinations  
State: Pennsylvania

Area: Pennsylvania County of Pike

Employed on Department of Health & Human Services contract for comprehensive  
determination services between

Pike County, Pennsylvania and Pike County Correctional Facility Corrections  
Officers, American Federation of State County Municipal Employees, AFL-CIO, District  
Council 87, effective January 1, 2010 through December 31, 2013.  
The wage rates and fringe benefits paid by above entity are hereby adopted as  
prevailing.

NOTE:

This sole source wage determination was issued based on your e98 request.

Please note that a sole source wage determination is only applicable to contracts  
for which the contractor (i.e., a state or local government or other entity) is the  
only entity in the locality that can perform the contracted-for services. Thus, for  
example, if a state or local government contractor selects a subcontractor to  
perform the services after a sole source wage determination has been incorporated  
into a contract (i.e., the contractor ceases to be the only entity that can perform  
such services), then the sole source wage determination is no longer applicable to  
the contract, and the appropriate area-wide wage determination must be incorporated  
into the contract instead.

Under Section 2(b)(1) of the Service Contract Act no employees shall be paid less  
than the minimum wage specified by Section 6(a)(1) of the Fair Labor Standards Act;  
\$7.25 per hour, effective July 24, 2009.

\*\* UNIFORM ALLOWANCE \*\*

201102141

If employees are required to wear uniforms in the performance of this contract (either by the terms of the government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

## Intergovernmental Service Agreement (IGSA)

### Table of Contents:

Article 1. Purpose.....	3
Article 2. General.....	3
Article 3. Covered Services.....	4
Article 4. Receiving and Discharging Detainees.....	6
Article 5. ICE Performance-Based National Detention Standards and Other Applicable Standards.....	7
Article 6. Medical Services.....	7
Article 7. Employment Screening Requirements.....	11
Article 8. Period of Performance.....	12
Article 9. Inspections, Audit, Surveys, and Tours.....	12
Article 10. Modifications and Disputes.....	13
Article 11. Adjusting the Bed Day Rate.....	14
Article 12. Enrollment, Invoicing, and Payment.....	14
Article 13. ICE Furnished Property.....	16
Article 14. Hold Harmless Provisions.....	16
Article 15. Financial Records.....	17
Article 16. Transportation.....	18
Article 17. Guard Services.....	21
Article 18. Contracting Officer's Technical Representative (COTR).....	22
Article 19. Labor Standards and Wage Determination.....	22
Article 20. Notification and Public Disclosures.....	23
Article 21. Incident Reporting.....	23
Article 22. Detainee Privacy.....	24
Article 23. Zero Tolerance for Sexual Harassment, Abuse, and Assault.....	25
Article 24. Detainee Telephone Services (DTS).....	25
Article 25. Government Use of Wireless Communication Devices.....	26

## Article 1. Purpose

- A. Purpose: The purpose of this Inter-Governmental Service Agreement (IGSA) is to establish an Agreement between ICE and the Service Provider for the provision of the necessary physical structure, equipment, facilities, personnel, and services to provide a program of care in a properly staffed and secure environment under the authority of the Immigration and Nationality Act, as amended. All persons in the custody of ICE are "Administrative Detainees." This term recognizes that ICE detainees are not charged with criminal violations and are only held in custody to assure their presence throughout the administrative hearing process and to assure their presence for removal from the United States pursuant to a lawful final order by the Immigration Court, the Board of Immigration Appeals or other Federal judicial body.
- B. Responsibilities: This Agreement sets forth the responsibilities of ICE and the Service Provider. The Service Provider shall provide all personnel, management, equipment, supplies, and services necessary for performance of all aspects of the Agreement and ensure that the safekeeping, housing, subsistence, medical, and other program services provided to ICE detainees housed in the facility is consistent with ICE's civil detention authority, the PWS, IGSA requirements and ICE standards referenced in this agreement. The Agreement states the services the Service Provider shall perform satisfactorily to receive payment from ICE at the rate prescribed in Article I C.
- C. Rates: This is a fixed rate agreement, not a cost reimbursable agreement, with respect to the bed day rate for detainees. ICE will be responsible for reviewing and approving the costs associated with this Agreement and subsequent modifications utilizing all applicable federal procurement laws, regulations and standards in arriving at the bed day rate.

Bed Day Rate from 12/1/2011 to 11/30/2014:	\$	82.31 per detainee
*Escort Services at Regular Rate	\$	30.00 per hour
*Escort Services at Overtime Rate	\$	30.00 per hour
*Stationary Guard at Regular Rate	\$	30.00 per hour
*Stationary Guard at Overtime Rate	\$	30.00 per hour
* Detainee Work Program Reimbursement	\$	1.00 per day
** Transportation Mileage rate to be in accordance with GSA rates at the time of incurrence		

\* See Article 17, \*\* See Article 16

## Article 2. General

- A. Commencement of Services: ICE is under no obligation to utilize the facilities identified herein until the need for detention services has been identified, funding has been identified and made available, and the Facility meets ICE requirements, and is in compliance with ICE 2008 Performance-Based National Detention Standards (PBNDS).

Therefore, ICE may perform numerous assessments to ensure compliance prior to presenting detainees for housing.

- B. Funding: The obligation of ICE to make payments to the Service Provider is contingent upon the availability of Federal funds. ICE will neither present detainees to the Service Provider nor direct performance of any other services until ICE has the appropriate funding. Orders will be placed under this Agreement when specific requirements have been identified and funding obligated. Performance under this Agreement is not authorized until the Contracting Officer issues an order in writing. The effective date of the services will be negotiated and specified in this Agreement. The Service Provider shall be prepared to accept detainees immediately upon issuance of task order in accordance with the agreed upon ramp-up plan
- C. Subcontractors: The Service Provider shall notify and obtain approval from the ICE Contracting Officer if it intends to house ICE detainees in a facility other than the Pike County, PA. If either the Facility or any future facility is operated by an entity other than the Service Provider, ICE will treat the entity as a subcontractor to the Service Provider. The Service Provider shall obtain the Contracting Officer's approval before subcontracting the detention and care of detainees to another entity. The Contracting Officer has the right to deny, withhold, or withdraw approval of the proposed subcontractor. Upon approval by the Contracting Officer, the Service Provider shall ensure that any subcontract includes all provisions of this Agreement, and shall provide ICE with copies of all subcontracts. All payments will be made to the Service Provider. ICE will not accept invoices from, or make payments to, a subcontractor. Subcontractors that perform under this agreement are subject to the terms and conditions of this IGSA.
- D. Consistent with Law: This is a firm fixed rate Agreement, not a cost reimbursable Agreement. This Agreement is permitted under applicable statutes, regulation, policies or judicial mandates. Any provision of this Agreement contrary to applicable statutes, regulation, policies or judicial mandates is null and void and shall not necessarily affect the balance of the Agreement.

### Article 3. Covered Services

- A. Bedspace: The Service Provider shall provide 210 male and 0 female beds on a space available basis, with minimum availability of 210 beds. The Service Provider shall house all detainees as determined within the Service Provider's classification system. ICE will be financially liable only for the actual detainee days as defined in Paragraph C of Article I.
- B. Basic Needs: The Service Provider shall provide ICE detainees with safekeeping, housing, subsistence, medical and other services in accordance with this Agreement. In providing these services, the Service Provider shall ensure compliance with all applicable laws, regulations, fire and safety codes, policies and procedures. The types and levels of services shall be consistent with those the Service Provider routinely affords other inmates. If the Service Provider determines that ICE has delivered a person for custody

who is under the age of eighteen (18), the Service Provider shall not house that person with adult detainees and shall immediately notify the ICE COTR or designated ICE official. ICE will remove the juvenile within seventy-two (72) hours.

C. Unit of Service and Financial Liability: The unit of service is called a "Bed Day" and is defined as one person per day. The bed day begins on the date of arrival. The Service Provider may bill ICE for the date of arrival but not the date of departure. The Service Provider shall not charge for costs that are not directly related to the housing and detention of detainees. Such unallowable costs include but are not limited to:

- 1) Salaries of elected officials
- 2) Salaries of employees not directly engaged in the housing and detention of detainees
- 3) Indirect costs in which a percentage of all local government costs are pro-rated and applied to individual departments unless, those cost are allocated under an approved Cost Allocation Plan
- 4) Detainee services which are not provided to, or cannot be used by, Federal detainees
- 5) Operating costs of facilities not utilized by Federal detainees
- 6) Interest on borrowing (however represented), bond discounts, costs of financing/refinancing, except as prescribed by OMB Circular A-87.
- 7) Legal or professional fees (specifically legal expenses for prosecution of claims against the Federal Government, legal expenses of individual detainees or inmates)
- 8) Contingencies

D. Interpretive/Translation Services: The Service Provider shall make special provisions for translation services for all non-English speaking, handicapped or illiterate detainees. Upon request, ICE will assist the Service Provider in obtaining translation services through a toll free line. The Service Provider shall provide all instructions verbally, either in English or the detainees' language, as appropriate, to detainees who cannot read.

E. Escort and Transportation Services: The Service Provider shall provide, upon request and as scheduled by ICE, necessary escort and transportation services for ICE detainees to and from designated locations.

F. No ICE Liability for Failure to Meet Minimum Guarantee: ICE will not be liable for any failure to meet the minimum or population guarantee if such failure results directly from an occurrence that impairs the ability of ICE to use the facility's capacity, and such occurrence arises out of causes beyond the control and without the fault or negligence of ICE. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, freight embargoes, court orders and extraordinarily severe weather. This provision becomes effective only if ICE immediately notifies the Provider of the extent and nature of the occurrence resulting in the failure and takes all reasonable steps to limit any adverse effects required by the occurrence.

#### Article 4. Receiving and Discharging Detainees

- A. Required Activity: The Service Provider shall receive and discharge detainees only to and from properly identified ICE/ERO personnel or other properly identified Federal law enforcement officials with prior authorization from ICE/ERO. Presentation of U.S. Government identification will constitute "proper identification." The Service Provider shall furnish receiving and discharging services twenty-four (24) hours per day, seven (7) days per week. ICE will furnish the Service Provider with reasonable notice of receiving and discharging detainees. The Service Provider shall ensure positive identification and recording of detainees and ICE officers. The Service Provider shall not permit medical or emergency discharges except through coordination with on-duty ICE officers.
- B. Emergency Situations: ICE detainees shall not be released from the Facility into the custody of other Federal, state, or local officials for any reason, except for medical or emergency situations, without express authorization of ICE.
- C. Restricted Release of Detainees: The Service Provider shall not release ICE detainees from its physical custody to any persons other than those described in Paragraph A of Article IV for any reason, except for either medical, other emergency situations, or in response to a federal writ of habeas corpus. If an ICE detainee is sought for federal, state, or local proceedings, only ICE may authorize release of the detainee for such purposes. The Service Provider shall contact the ICE COTR or designated ICE official immediately regarding any such requests.
- D. Safe Release: The time, point and manner of release from a facility shall be consistent with safety considerations and shall take into account special vulnerabilities. Facilities that are not within a reasonable walking distance of, or that are more than one mile from, public transportation shall transport detainees to local bus/train/subway stations prior to the time the last bus/train leaves such stations for the day. If public transportation is within walking distance of the detention facility, detainees shall be provided with an information sheet that gives directions to and describes the types of transportation services available. However, facilities must provide transportation for any detainee who is not reasonably able to walk to public transportation due to age, disability, illness, mental health or other vulnerability, or as a result of weather or other environmental conditions at the time of release that may endanger the health or safety of the detainee. Upon release, detainees shall also be provided with a list of shelter services available in the immediate area along with directions to each shelter. Prior to their release, detainees shall be given the opportunity to make a free phone call to a friend or relative to arrange for pick up from the facility. As practicable, detainees shall be provided with a laundered set of their own clothing, or one set of non-institutional clothing and footwear, weather appropriate, for their final destination.
- E. Service Provider Right of Refusal: The Service Provider retains the right to refuse acceptance of any detainee if such refusal is supported by a valid justification and agreed to by the COTR. Examples of such justification are: any detainee exhibiting violent or disruptive behavior, or any detainee found to have a medical condition that requires

medical care beyond the scope of the Service Provider's health care provider. In the case of a detainee already in custody, the Service Provider shall notify ICE and request such removal of the detainee from the Facility. The Service Provider shall allow ICE reasonable time to make alternative arrangements for the detainee.

- F. Emergency Evacuation: In the event of an emergency requiring evacuation of the Facility, the Service Provider shall evacuate ICE detainees in the same manner, and with the same safeguards, as it employs for persons detained under the Service Provider's authority. The Service Provider shall notify the ICE COTR or designated ICE official within two (2) hours of evacuation.

#### **Article 5. ICE Performance-Based National Detention Standards and Other Applicable Standards**

- A. The Service Provider shall house detainees and perform related detention services at a minimum in accordance with the 2008 edition of ICE Performance Based National Detention Standards (PBNDS) unless otherwise specified in this agreement. The complete set of standards applicable to this procurement is available from the following website: <http://www.ice.gov/detention-standards/2008/> and are incorporated herein. ICE Inspectors will conduct periodic inspections of the Facility to assure compliance with the ICE PBNDS.
- B. If a change in the standards identified herein results in a documentable financial impact to the Service Provider, the Service Provider must notify the Contracting Officer within five (5) days of receipt of the change and request either; 1) a waiver to the Standards or; 2) negotiate a change in per diem.
- C. The Facility's operation shall reflect the PBNDS Expected Outcomes as summarized and outlined at length in Attachment 1, Performance Outcomes, 2008 Performance-Based National Detention Standards (PBNDS). Where minimum requirements are expressed, innovation is encouraged to further the goals of detention reform.
- D. The Service provider shall also comply with the American Correctional Association (ACA) Standards for Adult Local Detention Facilities (ALDF), and Standards Supplement, Standards for Health Services in Jails, National Commission on Correctional Health Care (NCCHC). Some ACA standards are augmented by ICE Policy and/or procedure. In cases where other standards conflict with ICE Policy or Standards, ICE Policy and Standards will prevail.

#### **Article 6. Medical Services**

- A. The Service Provider shall be responsible for providing health care services for ICE detainees at the Facility in accordance with the 2008 PBNDS, including: intake arrival screening, tuberculosis testing and symptom screening, on-site sick call, chronic care, over the counter and prescription medication and durable medical equipment and medical supplies.



- B. In the event of an emergency, the Service Provider shall proceed immediately with providing necessary medical treatment. In such event, the Service Provider shall notify ICE immediately regarding the nature of the transferred detainee's illness or injury and type of treatment provided. The costs of all emergency medical services provided off-site will be the responsibility of ICE Health Service Corps (IHSC) and at no time shall the Service Provider or detainee incur any financial liability related to such services.
- C. A true copy of a detainee's medical records shall be transferred with the detainee upon request of the detainee. Otherwise a transfer summary shall accompany the detainee outlining necessary care during transit to include medications, medical precautions, equipment needed, and appropriately authorized methods of travel.
- D. The Service Provider shall ensure that all health care service providers utilized for ICE detainees hold current licenses, certifications, and/or registrations within the State and/or City where they treat our detained population. The Service Provider shall retain, at a minimum, enough nurses per shift to ensure appropriate access to and delivery of care as addressed in PBNDs 2008.
- E. The Service Provider shall ensure that onsite medical and health care coverage is available for all ICE detainees at the Facility twenty-four (24) hours per day, seven (7) days per week. The Service Provider shall ensure that each detainee has an opportunity to submit health requests and deliver them in writing to the medical and health care staff by placing them in the "sick call" boxes provided on each unit. Medical requests are picked up and triaged daily by the medical staff on the 11:00 p.m.-7:00 am shift.
- F. The Service Provider shall furnish onsite health care under this Agreement as defined by the Facility local health authority on the effective date of this Agreement. The Service Provider shall not charge any ICE detainee a fee or co-payment for medical services or treatment provided at the Facility. The Service Provider shall ensure that ICE detainees receive no lower level of onsite medical care and services than those it provides to local inmates, and as spelled out in PBNDs 2008.
- G. Onsite health care personnel shall perform **initial medical screening** within (12) hours of arrival to the Facility. Sick call coverage, provision of over-the-counter and prescription medications, treatment of minor injuries, treatment of special needs and mental and dental health assessments shall be available to the detainees. Arrival screening shall include, at a minimum, Tuberculosis (TB) symptom screening, planting of the TB skin test (PPD), and recording the history of past and present illnesses (mental and physical, pregnancy status, history of substance abuse).
- H. The Service Provider shall furnish mental health evaluations as determined by the Facility local health authority and in accordance with detention, PBNDs 2008, National Commission on Correctional Health Care (NCCHC), and ACA standards with the expectation to provide custody oversight and medication as needed.

- I. **A full health assessment to include a history and hands on physical examination shall be completed within the first 14 days of detainee arrival unless the clinical situation dictates an earlier evaluation.** Detainees with chronic medical and/or mental health conditions shall receive prescribed treatment and follow-up care with the appropriate level of provider and in accordance with detention, National Commission on Correctional Health Care (NCCHC) and ACA standards.
- J. If the Service Provider determines that an ICE detainee has a medical condition which renders that person unacceptable for detention under this Agreement, (for example, contagious disease, condition needing life support, uncontrollable violence, or serious mental health condition), the Service Provider shall notify ICE. Upon such notification, the Service Provider shall allow ICE reasonable time to make the proper arrangements for further disposition of that detainee.
- K. The Service Provider shall release any and all medical information for ICE detainees to the IHSC representatives upon request. The Health Care Provider shall submit a Medical Payment Authorization Request (MedPAR) to IHSC for payment for off-site medical care (e.g. off site lab testing, eyeglasses, prosthetics, hospitalizations, emergency visits).
- L. The Service Provider shall furnish twenty-four (24) hour emergency medical care and facility emergency evacuation procedures. In an emergency, as determined by the Service Provider, the Service Provider shall obtain the medical treatment required. The Service Provider shall have access to an off site emergency medical provider at all times. The Health Authority of the Service Provider shall notify the organization listed below as soon as possible, and in no case more than seventy-two (72) hours after detainee receipt of such care. Authorized payment for all offsite medical services for the initial emergency need and for medical care required beyond the initial emergency situation will be made by the Veterans Administration Franchise Service Center (VA FSC) on behalf of IHSC directly to the medical provider(s).
- IHSC VA Financial Services Center  
PO Box 149345  
Austin, TX 78714-9345  
Phone: (800) 479-0523  
Fax: (512) 460-5538
- M. The Service Provider shall allow IHSC Managed Care Coordinators or any ICE personnel reasonable access to its facility and medical records of ICE detainees for the purpose of liaison activities with the local IGSA Health Authority and associated Service Provider departments in accordance with HIPAA privacy exception at 45 C.F.R. §§ 164.512 (k)(5)(i).
- N. The Service Provider shall provide ICE detainee medical records to ICE whether created by the Service Provider or its sub-Service Provider/vendor upon request from the Contracting Officer's Technical Representative or Contracting Officer in accordance with HIPAA privacy exception at 45 C.F.R. §§ 164.512 (k)(5)(i), which allows disclosure

without consent to a correctional institution or a law enforcement official having lawful custody of an inmate or other individual if the correctional institution or such law enforcement official represents that such protected health information is necessary for:

- a. The provision of health care to such individuals;
- b. The health and safety of such individual or other inmates;
- c. The health and safety of the officers or employees of or others at the correctional institution;
- d. The health and safety of such individuals and officers or other persons responsible for the transporting of inmates or their transfer from one institution, facility, or setting to another;
- e. Law enforcement on the premises of the correctional institution; and
- f. The administration and maintenance of the safety, security, and good order of the correctional institution.
- g. Conducting a quality improvement / quality of care review consistent with an established quality improvement (medical quality management) program and interfacing with the IHSC quality improvement program consistent with federal, state, and local laws.

O. The Service Provider shall direct offsite medical providers to submit all medical invoices for authorized payment for medical, dental, and mental health services to the following address:

VA Financial Services Center  
PO Box 149345  
Austin TX 78714-9345  
(800) 479-0523

P. The VA Financial Services Center provides prescription drug reimbursement for individuals in the custody of ICE. Prescriptions are filled at local pharmacies which are part of the Script Care Network (or other designated Pharmacy Benefits Manager). Below is the process for obtaining prescriptions for ICE detainees:

- a. The Service Provider shall request a group number which should be used at the pharmacy in conjunction with the BIN# 004410 and Processor Control # IHSC assigned by Script Care Network to designate this is an ICE detainee. The custodial facility should either fax or take a copy of the prescription to their participating pharmacy and indicate that this is an ICE detainee.
- b. The contracted pharmacy shall run the prescription through the Script Care network for processing.
- c. Formulary prescriptions will be dispensed; however, there will be no need for an exchange of cash between the pharmacy health care provider as the pharmacy will receive payment directly from Script Care.
- d. Non-Formulary prescriptions will follow the same procedure as formulary prescriptions; however, non-formulary medications will require prior authorization. The custodial facility will fax the Drug Prior Authorization

Request Form to Script Care to 409-833-7435. The authorization will be loaded into the Script Care network and the pharmacy will receive a call indicating that the prescription has been approved. Non-Formulary urgent requests must be submitted in the above manner except an X should be placed on the form marked for URGENT REQUEST and faxed to 409-923-7391. The authorization shall be loaded into the Script Care network and the pharmacy shall receive a call indicating the prescription has been approved.

For further information regarding the Script Care Network please contact the VA Financial Services Center at 800-479-0523 or Script Care directly at 800-880-9988.

**Q. Facility Requirements for Infectious Disease Screening**

In order to prevent the spread of airborne infectious disease or cross contamination of zones within the facility, the HVAC system in the intake screening area will be designed to exhaust to the exterior and prevent air exchange between the intake screening area and any other area within the facility. (CDC guidelines <http://www.cdc.gov/tb/publications/guidelines/Correctional.htm>)

**Article 7. Employment Screening Requirements**

**FOR SHARED FACILITIES**

- A. **General.** The Service Provider shall certify to the Contracting Officer that any employees performing under this Agreement, who have access to ICE detainees, will have successfully completed an employment screening that includes at a minimum a criminal history records check, employment reference checks and a citizenship check.
- B. **Employment Eligibility.** Each employee working on this contract shall successfully pass the DHS Employment Eligibility Verification (E-Verify) program operated by USCIS to establish work authorization.

The E-Verify system, formerly known as the Basic Pilot/Employment Eligibility Verification Program, is an Internet-based system operated by DHS USCIS, in partnership with the Social Security Administration (SSA) that allows participating employers to electronically verify the employment eligibility of their newly hired employees. E-Verify represents the best means currently available for employers to verify the work authorization of their employees.

Each employee working on this contract shall have a Social Security Card issued and approved by the Social Security Administration. The Contractor shall be responsible to the Government for acts and omissions of his own employees and for any subcontractor(s) and their employees.

Subject to existing law, regulations and/or other provisions of this contract, illegal or undocumented aliens shall not be employed by the Contractor, or under this contract. The Contractor shall ensure that this provision is expressly incorporated into any and all Subcontracts or subordinate agreements issued in support of this contract.

- C. Security Management. The Contractor shall appoint a senior official to act as the Corporate Security Officer. The individual shall interface with the OPR-PSU through the COTR on all security matters, to include physical, personnel, and protection of all Government information and data accessed by the Contractor.

The COTR and the OPR-PSU shall have the right to inspect the procedures, methods, and facilities utilized by the Contractor in complying with the security requirements under this contract. Should the COTR determine that the Contractor is not complying with the security requirements of this contract, the Contractor will be informed in writing by the Contracting Officer of the proper action to be taken in order to effect compliance with such requirements.

#### **Article 8. Period of Performance**

This Agreement becomes effective upon the date of final signature by the ICE Contracting Officer and the authorized signatory of the Service Provider and will remain in effect for a period not to exceed 60 months unless extended by bi-lateral modification or terminated in writing by either party. Either party must provide written notice of intention to terminate the agreement, 120 days in advance of the effective date of formal termination, or the Parties may agree to a shorter period under the procedures prescribed in Article 11. If this Agreement is terminated by either party under this Article, ICE will be under no financial obligation for any costs after the date of termination. The Service Provider will only be paid for services provided to ICE up to and including the day of termination.

#### **Article 9. Inspections, Audit, Surveys, and Tours**

- A. Facility Inspections: The Service Provider shall allow ICE or an entity or organization approved by ICE to conduct inspections of the Facility, as required, to ensure an acceptable level of services and acceptable conditions of confinement as determined by ICE. No notice to the Service Provider is required prior to an inspection. ICE will share findings of the inspection with the Service Provider's Facility Administrator. The Inspection Report will state any improvements to facility operation, conditions of confinement, and level of service that will be required by the Service Provider.
- B. ICE will not house detainees in any facility that has received two consecutive overall ratings of less than acceptable. Upon notice that the second overall rating is less than acceptable, ICE will remove all detainees from the Facility within seven (7) calendar days. Any minimum guarantee stated elsewhere in this Agreement is no longer applicable if detainees are removed as a result of two overall ratings less than acceptable. No further funds will be obligated and no further payments will be made.
- C. Possible Termination: If the Service Provider, after being afforded reasonable time to comply, fails to remedy deficient service identified through an ICE inspection, ICE may terminate this Agreement without regard to any other provisions in this Agreement.

- D. Share Findings: The Service Provider shall provide ICE copies of facility inspections, reviews, examinations, and surveys performed by accreditation sources. The Service Provider shall cooperate fully with the Detention Service Manager (DSM).
- E. Access to Detainee and Facility Records: The Service Provider shall, upon request, grant ICE access to any record in its possession, regardless of whether the Service Provider created the record, concerning any detainee held pursuant to this Agreement. This right of access includes, but is not limited to, incident reports, records relating to suicide attempts, and behavioral assessments and other records relating to the detainee's behavior while in the Service Provider's custody; provided, however that access to medical and mental health record information be provided in accordance with Articles VI. Furthermore, the Service Provider shall retain all records where this right of access applies for a period of two (2) years from the date of the detainee's discharge from the Service Provider's custody. This right of access specifically applies to all inspections and other Facility reports.

#### **Article 10. Modifications and Disputes**

- A. Modifications: Actions other than those designated in this Agreement will not bind or incur liability on behalf of either Party. Either Party may request a modification to this Agreement by submitting a written request to the other Party. A modification will become a part of this Agreement only after the ICE Contracting Officer has approved the modification in writing.
- B. Change Orders:
1. The Contracting Officer may under at any time, by written order, and without notice to the Service Provider, make changes within the general scope of this Agreement in any one or more of the following:
    - (a) Description of services to be performed, including revisions to the applicable Detention Standards.
    - (b) Place of performance of the services.
  2. If any such change causes an increase or decrease in the cost of the services under the Agreement, the Contracting Officer will make an equitable adjustment in the agreement price and will modify the Agreement accordingly.
  3. The Service provider must assert its right to an adjustment under this Article within 30 days from the date of receipt of the written order including a proposal addressing the cost impacts and detailed supporting data.
  4. If the Service Provider's proposal includes costs that are determined unreasonable and/or unsupportable, as determined by the Contracting Officer, the Contracting Officer will disallow those costs when determining a revised rate, if any.

5. Failure to agree to any adjustment will be a dispute under the Disputes section of the Agreement. However, nothing in this Article excuses the Service Provider from proceeding with the Agreement as changed.

C. Disputes: The ICE Contracting Officer and the authorized signatory of the Service Provider will settle disputes, questions and concerns arising from this Agreement. Settlement of disputes will be memorialized in a written modification between the ICE Contracting Officer and authorized signatory of the Service Provider. In the event a dispute is not able to be resolved between the Service Provider and the ICE Contracting Officer, the ICE Contracting Officer will make the final decision. If the Service Provider does not agree with the final decision, the matter may be appealed to the ICE Head of the Contracting Activity (HCA) for resolution. The ICE HCA may employ all methods available to resolve the dispute including alternative dispute resolution techniques. The Service Provider shall proceed diligently with performance of this Agreement pending final resolution of any dispute.

#### **Article 11. Adjusting the Bed Day Rate**

ICE will reimburse the Service Provider at the fixed detainee bed day rate shown in Article I paragraph C. The Service Provider may request a rate adjustment no less than thirty-six (36) months after the effective date of the Agreement unless required by law (see Article 19). After thirty-six (36) months, the Service Provider may request a rate by accessing the link at <https://edes.usdoj.gov/igaice/> for access to the ICE Automated Intergovernmental Agreement (eIGA) System for instructions on preparing your Jail Operating Expense Information Form. There is a Facility Guide available on the website to assist you. The Parties agree to base the cost portion of the rate adjustment on the principles of allowability and allocability as set forth in OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments, federal procurement laws, regulations, and standards in arriving at the bed day rate. If ICE does not receive an official request for a bed day rate adjustment that is supported by the information submitted through the eIGA System, the fixed bed day rate as stated in this Agreement will be in place indefinitely.

ICE reserves the right to audit the actual and/or prospective costs upon which the rate adjustment is based. All rate adjustments are prospective. As the bed day rate is fixed, there are no retroactive adjustment(s).

#### **Article 12. Enrollment, Invoicing, and Payment**

A. Enrollment in Electronic Funds Transfer: The Service Provider shall provide ICE with the information needed to make payments by electronic funds transfer (EFT). Since January 1, 1999, ICE makes all payments only by EFT. The Service Provider shall identify their financial institution and related information on Standard Form 3881, Automated Clearing House (ACH) Vendor Miscellaneous Payment Enrollment Form <http://www.fms.treas.gov/pdf/3881.pdf>. The Service Provider shall submit a completed SF 3881 to ICE payment office prior to submitting its initial request for payment under

this Agreement. If the EFT data changes, the Service Provider shall be responsible for providing updated information to the ICE payment office.

- B. Consolidated Invoicing: The Service Provider shall submit an original monthly itemized invoice within the first ten (10) working days of the month following the calendar month when it provided the services via one of the following three methods:

1. By mail:

DHS, ICE  
Burlington Finance Center  
P.O. Box 1620  
Williston, VT 05495-1620  
Attn: ICE-ERO-FOD-FLS

2. By fax: (include a cover sheet with point of contact and number of pages)

802-288-7658

3. By e-mail:

[Invoice.Consolidation@dhs.gov](mailto:Invoice.Consolidation@dhs.gov)

Invoices submitted by other than these three methods will be returned. The Service Provider's Taxpayer Identification Number (TIN) must be registered in the Central Contractor Registration (<http://www.ccr.gov>) prior to award and shall be notated on every invoice submitted to ICE to ensure prompt payment provisions are met. The ICE program office shall also be notated on every invoice.

Each invoice submitted shall contain the following information:

1. Name and address of the Facility;
2. Invoice date and number;
3. Agreement number, line item number and, if applicable, the Task Order number;
4. Terms of any discount for prompt payment offered;
5. Name, title, and phone number of person to notify in event of defective invoice;
6. Taxpayer Identification Number (TIN);
7. Total number of bed days; total number of miles;
8. Bed day rate;
9. Number of bed days multiplied by the bed day rate;
10. Name of each detainee;
11. Resident's/detainee's A-number;
12. Specific dates of detention for each resident/detainee;
13. An itemized listing of all other charges;



14. For stationary guard services, the itemized monthly invoice shall state the number of hours being billed, the duration of the billing (times and dates) and the name of the resident(s)/detainee(s) that was guarded.
15. For Mileage, the itemized monthly invoice shall include a copy of the GSA webpage that shows the mileage rate being applied for that invoice.

**Items 1 through 14 above shall be included in the invoice. Invoices without the above information may be returned for resubmission.**

- C. Payment: ICE will transfer funds electronically through either an Automated Clearing House subject to the banking laws of the United States, or the Federal Reserve Wire Transfer System. The Prompt Payment Act applies to this Agreement. The Prompt Payment Act requires ICE to make payments under this Agreement the thirtieth (30<sup>th</sup>) calendar day after the Burlington Finance Office receives a complete invoice. Either the date on the Government's check, or the date it executes an electronic transfer of funds, constitutes the payment date. The Prompt Payment Act requires ICE to pay interest on overdue payments to the Service Provider. ICE will determine any interest due in accordance with the Prompt Payment Act provided the Service Provider maintains an active registration in Central Contractor Registration (CCR) and all information is accurate.

#### **Article 13. ICE Furnished Property**

- A. ICE Property Furnished to the Service Provider: ICE may furnish Federal Government property and equipment to the Service Provider. Accountable property remains titled to ICE and shall be returned to the custody of ICE upon termination of the Agreement. The suspension of use of bed space made available to ICE is agreed to be grounds for the recall and return of any or all ICE furnished property.
- B. Service Provider Responsibility: The Service Provider shall not remove ICE property from the Facility without the prior written approval of ICE. The Service Provider shall report any loss or destruction of any ICE property immediately to ICE.

#### **Article 14. Hold Harmless Provisions**

Unless specifically addressed by the terms of this Agreement, the parties agree to be responsible for the negligent or wrongful acts or omissions of their respective employees.

- A. Service Provider Held Harmless: ICE liability for any injury, damage or loss to persons or property arising in the performance of this Agreement and caused by the negligence of its own officers, employees, agents and representatives is governed by the Federal Tort Claims Act, 28 USC 2691 *et seq.* The Service Provider shall promptly notify ICE of any claims or lawsuits filed against any ICE employees of which Service Provider is notified. The Service Provider will be held harmless for any injury, damage or loss to persons or property caused by an ICE employee arising in the performance of this Agreement.

- B. Federal Government Held Harmless: Service Provider liability for any injury, damage or loss to persons or property arising out of the performance of this Agreement and caused by the negligence of its own officers, employees, agents and representatives is governed by the applicable State tort claims act. ICE will promptly notify the Service Provider of any claims filed against any of Service Providers employees of which ICE is notified. The Federal Government will be held harmless for any injury, damage or loss to persons or property caused by a Service Provider employee arising in the performance of this Agreement.
- C. Defense of Suit: In the event a detainee files suit against the Service Provider contesting the legality of the detainee's incarceration and/or immigration/citizenship status, or a detainee files suit as a result of an administrative error or omission of the Federal Government, ICE will request that the U.S. Attorney's Office, as appropriate, move either to have the Service Provider dismissed from such suit; to have ICE substituted as the proper party defendant; or to have the case removed to a court of proper jurisdiction. Regardless of the decision on any such motion, ICE will request that the U.S. Attorney's Office be responsible for the defense of any suit on these grounds.
- D. ICE Recovery Right: The Service Provider shall do nothing to prejudice ICE's right to recover against third parties for any loss, destruction of, or damage to U.S. Government property. Upon request of the Contracting Officer, the Service Provider shall furnish to ICE all reasonable assistance and cooperation, including assistance in the prosecution of suit and execution of the instruments of assignment in favor of ICE in obtaining recovery.

#### Article 15. Financial Records

- A. Retention of Records: All financial records, supporting documents, statistical records, and other records pertinent to contracts or subordinate agreements under this Agreement shall be retained by the Service Provider for three (3) years for purposes of federal examinations and audit. The three (3) year retention period begins at the end of the first year of completion of service under the Agreement. If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the three (3) year period, the records must be retained until completion of the action and resolution of all issues which arise from it or until the end of the regular three (3) year period, whichever is later.
- B. Access to Records: ICE and the Comptroller General of the United States, or any of their authorized representatives, have the right of access to any pertinent books, documents, papers or other records of the Service Provider or its subcontractors, which are pertinent to the award, in order to make audits, examinations, excerpts, and transcripts. The rights of access must not be limited to the required retention period, but shall last as long as the records are retained.
- C. Delinquent Debt Collection: ICE will hold the Service Provider accountable for any overpayment, or any breach of this Agreement that results in a debt owed to the Federal Government. ICE will apply interest, penalties, and administrative costs to a delinquent

debt owed to the Federal Government by the Service Provider pursuant to the Debt Collection Improvement Act of 1982, as amended.

#### **Article 16. Transportation**

- A. All transportation of ICE detainees shall be conducted in accordance with the ICE 2008 PBNDS. Except in emergency situations females may not be transported by bus for more than ten hours. Furthermore, except in emergency situations, a single officer may not transport a single detainee of the opposite gender and if there is an expectation that a pat search will occur during transport, an officer of the same gender as the detainee(s) must be present.
- B. In the event of transportation services involving distances that exceed a twelve (12) hour workday to complete, the Service Provider shall be reimbursed for related costs of lodging and meals commensurate with the U.S. General Services Administration rates for such within the geographical area of occurrence. Any incurred overtime pay for such services will be reimbursed at the applicable overtime rate for the transportation officer position specified in Article I. C., Rates. Overnight lodging resulting from transportation services shall be approved in advance by the COTR or designated ICE official. All transportation services shall be accomplished in an appropriate and economical manner.
- C. The Service Provider personnel provided for the above services shall be of the same qualifications, receive the same training, complete the same security clearances, and wear the same uniforms as those Service Provider personnel provided in the other areas of this Agreement. Transportation officers shall have the required state licenses for operating a motor vehicle.
- D. Transport/Escort/Stationary Services Rate: The Service Provider agrees, upon request of ICE in whose custody an ICE detainee is held, to provide all such ground transportation/escort/stationary services as may be required to transport detainees securely, in a timely manner, to locations as directed by the ICE COTR or designated ICE official. At least two (2) qualified law enforcement or correctional officer personnel employed by the Service Provider under their policies, procedures and practices shall perform transport services. As written above, except in emergency situations females may not be transported by bus for more than ten hours. Furthermore, except in emergency situations, a single officer may not transport a single detainee of the opposite gender and if there is an expectation that a pat search will occur during transport, an officer of the same gender as the detainee(s) must be present.
- E. Medical/Legal Transportation: The Service Provider shall provide transportation and escort guard services for ICE detainees to and from a medical facility for outpatient care and attending off-site court proceedings. An officer or officers shall keep the detainee under constant supervision twenty-four (24) hours per day until the detainee is ordered released from the hospital, or at the order of the COTR. The number of escorts will be determined by the COTR. The Service Provider agrees to augment such practices as may

be requested by ICE to enhance specific requirements for security, detainee monitoring, visitation, and contraband control.

The Service Provider shall, upon order of the COTR, or upon its own decision in an urgent medical situation with notification to the COTR immediately thereafter, transport a detainee to a hospital location. An officer(s) shall keep the detainee under supervision 24 hours per day until the detainee is ordered released from the hospital, or at the order of the COTR. The Service Provider shall then return the detainee to the Facility. The Service Provider will ensure that at least one officer responsible for the security of the detainee while he/she is an in-patient a hospital will be of the same sex as the detainee.

F. Indemnities: Furthermore, the Service Provider agrees to hold harmless and indemnify DHS/ICE and its officials in their official and individual capacities from any liability, including third-party liability or worker's compensation, arising from the conduct of the Service Provider and its employees during the course of transporting ICE detainees.

G. Service Provider Furnished Vehicles: If the Service Provider is to use its own vehicles, the following requirements apply to this agreement.

1. The Service Provider shall not allow employees to use their personal vehicles to transport detainees.
2. The Service Provider shall furnish suitable vehicles in good condition, approved by the Government, to safely provide the required transportation services. The Service Provider shall comply with all federal and state laws with regard to inspections, licensing, and registration for all vehicles used for transportation.
3. The Service Provider shall furnish vehicles equipped with interior security features including physical separation of detainees from guards. The Service Provider shall provide interior security specifications of the vehicles to ICE for review and approval prior to installation.
4. Nothing in this Agreement shall restrict the Service Provider from acquiring additional vehicles as deemed necessary by the Service Provider at no cost to the Government.

H. Government Furnished Vehicles: If ICE authorizes the Service Provider to use Government furnished vehicles, the following requirements apply to this agreement.

1. If ICE chooses to authorize Service Provider employees to operate Government furnished vehicles, the Government will provide the Service Provider with Government Vehicles and Government Fleet Cards (for the purchase of fuel) for the purpose of transporting detainees to and from ICE Designated Facilities (see Route List or Analysis), or alternative transportation sites, in support of ERO transportation needs under this Agreement. The vehicles assigned for this purpose will remain the property of the Federal Government, and all costs associated with the operation and use of the vehicles, such as, but not limited to, vehicle maintenance and fuel, will be covered through the Government's Fleet Management Program.

2. The Service Provider agrees to be responsible for reimbursement to ICE for any damages sustained by the vehicles as a result of any act or omission on the part of the Service Provider, its employees and or persons acting on behalf of the Service Provider. The Service Provider shall be responsible to promptly report any accidents or damage to the Government Vehicles in accordance the ICE Management Directives listed below and any other ICE policies that pertain to reporting such damage. The Service Provider agrees to fully cooperate and assist ICE in making any claims against a third party at fault for causing the property damage to the Government Vehicles.
3. In addition, the Service Provider agrees to hold harmless, indemnify, and assume financial responsibility for any claims or litigations filed by persons sustaining personal injuries or property damage for incidents or accidents caused by the negligent acts or omissions of the Service Provider, agents, or other persons acting on behalf of the Service Provider. The Service Provider agrees to fully cooperate and assist ICE in the defense of any claims made against ICE, and in the event of a settlement or judgment entered against ICE for the negligent acts or omissions of the Service Provider employees or agents; the Service Provider agrees to reimburse ICE for said settlement or adverse judgment.
4. In order for ICE to maintain accurate fleet records of the transportation services, the Service Provider officers utilizing the vehicles shall complete specific documentation that will be provided by ICE, to record the times of vehicle usage for proper hourly guard reimbursement, and to record the inspection of the vehicles for damage each time the vehicles are used. The form that is required is the Official Detail Form (formerly G-391). This form is to be filled out at the beginning of each shift. At the end of a shift, the form is to be provided to the ICE Shift Supervisor with a copy to the COTR. The Service Provider shall keep the original for three years. The form is Attachment 8 to this Agreement.
5. The COTR will provide forms to the Service Provider to request and authorize routine maintenance of vehicles.
6. The Service Provider shall be responsible for any costs or expenses associated with the return of the vehicles, to include, towing charges, title replacement fees or licensing expenses made necessary by the loss of any paperwork associated with the vehicles.
7. The Government will provide instruction on the proper use of the Fleet Card to all Service Provider personnel responsible for the operation of any Government Vehicle. The instruction will be in accordance with the DHS Fleet Card Manual (Attachment 6).
8. A list of the Government vehicles authorized for use by the Service Provider is found as Attachment 7.

I. Training and Compliance: The Service Provider shall comply with ICE transportation standards <http://www.ice.gov/detention-standards/2008/> related to the number of hours the Service Provider's employee may operate a vehicle. The transportation shall be accomplished in the most economical manner. The Service Provider personnel provided for the above services shall be of the same qualifications, receive training, complete the

same security clearances, and wear the same uniforms as those personnel provided for in other areas of this Agreement.

- J. Miscellaneous Transportation: The COTR may direct the Service Provider to transport detainees to unspecified, miscellaneous locations.
- K. When the COTR provides documents to the Service Provider concerning the detainee(s) to be transported and/or escorted, the Service Provider shall deliver these documents only to the named authorized recipients. The Service Provider shall ensure the material is kept confidential and not viewed by any person other than the authorized recipient.
- L. The Service Provider shall establish a fully operational communication system compatible with ICE communication equipment that has direct and immediate contact with all transportation vehicles and post assignments. This standard will be satisfied by a cellular phone that is supplied by the Service Provider. Upon demand, the COTR shall be provided with current status of all vehicles and post assignment employees.
- M. Failure on the Service Provider's part to comply fully with the detainee(s) departure as pre-scheduled shall result in the Service Provider having deductions made for non-performance.
- N. Armed Transportation Officers: All transportation Detention Officers shall be armed in the performance of these duties.
- O. Billing Procedures: The itemized monthly invoice for such stationary guard services shall state the number of hours being billed, the duration of the billing (times and dates) and the name of the detainee(s) that was guarded.
- P. Anticipated Transportation Routes: The following transportation routes and/or destinations are anticipated requirements for this Agreement. The following requirements are **one way routes from the Facility**. Mileage may vary from the table depending on the starting point of the destination. These routes are not all inclusive and should not be limited to the following:

Mileage From FACILITY	Locations	City	Frequency
	NOT APPLICABLE		

#### Article 17. Guard Services

- A. The Service Provider agrees to provide stationary guard services, at a separately agreed hourly rate, on demand by the COTR and shall include, but not limited to, escorting and guarding detainees to medical or doctor's appointments. Qualified detention officer personnel employed by the Service Provider under its policies, procedures, and practices

will perform such services. The Service Provider agrees to augment such practices as may be requested by CO or COTR to enhance specific requirements for security, detainee monitoring, visitation, and contraband control. Public contact is prohibited unless authorized in advance by the COTR.

- B. The Service Provider shall be authorized two officers for each such remote location, unless additional officers are required, per the direction of the COTR or designated ICE officer. Except in cases of an emergency, one of the two above referenced officers shall be of the same sex as the detainees being assigned to the remote location.
- C. The itemized monthly invoice for such stationary guard services shall state the number of hours being billed, the duration of the billing (times and dates) and the names of the detainees that were guarded. Such services shall be denoted as a separate item on submitted invoices. ICE agrees to reimburse the Service Provider for actual stationary guard services provided during the invoiced period.

#### **Article 18. Contracting Officer's Technical Representative (COTR)**

- A. The COTR will be designated by the Contracting Officer. When and if the COTR duties are reassigned, an administrative modification will be issued to reflect the changes. This designation does not include authority to sign contractual documents or to otherwise commit to, or issue changes, which could affect the price, quantity, or performance of this Agreement.
- B. Should the Service Provider believe it has received direction that is not within the scope of the agreement; the Service Provider shall not proceed with any portion that is not within the scope of the agreement without first contacting the Contracting Officer. The Service Provider shall continue performance of efforts that are deemed within the scope.

#### **Article 19. Labor Standards and Wage Determination**

- A. The Service Contract Act, 41 U.S.C. 351 et seq., Title 29, Part 4 Labor Standards for Federal Service Contracts, is hereby incorporated as Attachment 2. These standards and provisions are included in every contract and IGSA entered into by the United States or the District of Columbia, in excess of \$2,500, or in an indefinite amount, the principal purpose of which is to furnish services through the use of service employees.
- B. Wage Determination: Each service employee employed in the performance of this Agreement shall be paid not less than the minimum monetary wages and shall be furnished fringe benefits in accordance with the wages and fringe benefits determined by the Secretary of Labor or authorized representative, as specified in any wage determination attached to this Agreement. (See Attachment 3 - Wage Determination)

## **Article 20. Notification and Public Disclosures**

- A. Information obtained or developed as a result of this IGSA is under the control of ICE and is subject to public disclosure only pursuant to the provisions of applicable federal laws, regulations, and executive orders or as ordered by a court. Insofar as any documents created by the Service Provider contain information developed or obtained as a result of this IGSA, such documents shall be subject to public disclosure only pursuant to the provisions of applicable federal laws, regulations, and executive orders or as ordered by a court. To the extent the Service Provider intends to release the IGSA or any information relating to, or exchanged under, this IGSA, the Service Provider agrees to coordinate with the ICE Contracting Officer prior to such release. The Service Provider may, at its discretion, communicate the substance of this IGSA when requested. ICE understands that this IGSA will become a public document when presented to the Service Provider's governing body for approval.
- B. The CO shall be notified in writing of all litigation pertaining to this IGSA and provided copies of any pleadings filed or said litigation within five working days of the filing. The Service Provider shall cooperate with Government legal staff and/or the United States Attorney regarding any requests pertaining to federal or Service Provider litigation.
- C. The Service Provider shall notify the CO when a member of the United States Congress requests information or makes a request to visit the facility. The Service Provider shall coordinate all public information related issues pertaining to ICE detainees with the CO. All press statements and releases shall be cleared, in advance, with the ICE Office of Public Affairs. The Service Provider shall promptly make public announcements stating the facts of unusual or newsworthy incidents to local media. Examples of such events include, but are not limited to: deaths, escapes from custody, and facility emergencies.
- D. With respect to public announcements and press statements, the Service Provider shall ensure employees agree to use appropriate disclaimers clearly stating the employees' opinions do not necessarily reflect the position of the United States Government in any public presentations they make or articles they write that relate to any aspect of contract performance or the facility operations.

## **Article 21. Incident Reporting**

- A. The COTR shall be notified immediately in the event of all serious incidents. The COTR will provide after hours contact information to the Service Provider at the time of award.
- B. Serious incidents include, but are not limited to: activation of disturbance control team(s); disturbances (including gang activities, group demonstrations, food boycotts, work strikes, work-place violence, civil disturbances/protests); staff use of force including use of lethal and less-lethal force (includes inmates/detainees in



restraints more than eight hours); assaults on staff/inmates/detainees resulting in injuries requiring medical attention (does not include routine medical evaluation after the incident); fights resulting in injuries requiring medical attention; fires; full or partial lock down of the Facility; escape; weapons discharge; suicide attempts; deaths; declared or non-declared hunger strikes; adverse incidents that attract unusual interest or significant publicity; adverse weather (e.g., hurricanes, floods, ice/snow storms, heat waves, tornadoes); fence damage; power outages; bomb threats; detainee admitted to a community hospital; witness security cases taken outside the Facility; significant environmental problems that impact the facility operations; transportation accidents (i.e. airlift, bus) resulting in injuries, death or property damage; and sexual assaults.

## **Article 22. Detainee Privacy**

- A. The Service Provider agrees to comply with the Privacy Act of 1974 ("Act") and the agency rules and regulations issued under the Act in the design, development, or operation of any system of records on individuals to accomplish an agency function when the Agreement specifically identifies (i) the systems of records; and (ii) the design, development, or operation work that the Service Provider is to perform. The Service Provider shall also include the Privacy Act into any and all subcontracts when the work statement in the proposed subcontract requires the redesign, development, or operation of a system of records on individuals that is subject to the Act; and
- B. In the event of violations of the Act, a civil action may be brought against the agency involved when the violation concerns the design, development, or operation of a system of records on individuals to accomplish an agency function, and criminal penalties may be imposed upon the officers or employees of the agency when the violation concerns the operation of a system of records on individuals to accomplish an agency function. For purposes of the Act, when the agreement is for the operation of a system of records on individuals to accomplish an agency function, the Service Provider is considered to be an employee of the agency.
  1. "Operation of a system of records," as used in this Article, means performance of any of the activities associated with maintaining the system of records, including the collection, use, and dissemination of records.
  2. "Record," as used in this Article, means any item, collection, or grouping of information about an individual that is maintained by an agency, including, but not limited to, education, financial transactions, medical history, and criminal or employment history and that contains the person's name, or the identifying number, symbol, or other identifying particular assigned to the individual, such as a fingerprint or voiceprint or a photograph.
  3. "System of records on individuals," as used in this Article, means a group of any records under the control of any agency from which information is retrieved by the

name of the individual or by some identifying number, symbol, or other identifying particular assigned to the individual.

**Article 23. Zero Tolerance for Sexual Harassment, Abuse, and Assault**

- A. The Service Provider shall develop and implement a comprehensive sexual abuse/assault prevention and intervention program which training will include training on working with vulnerable populations and addressing their vulnerability in the general population, this program shall include training that is given separately to both staff and detainees, in accordance with the Prison Rape Elimination Act (PREA).
- B. The Service Provider will ensure that information regarding the facility's policy on sexual abuse/assault is included in the detainee handbook; that the facility articulates to staff and to detainees and adheres to a standard of zero tolerance for incidents of sexual abuse or assault; that detainees shall be encouraged to promptly report acts of harassment of a sexual nature, or abuse or signs of abuse observed; that victims of sexual abuse are given timely access to emergency medical treatment and crisis intervention services; that training is included for all staff to ensure that they fulfill their responsibilities under the Service Providers' Sexual Abuse and Assault Prevention and intervention Program; that the facility reports immediately all sexual abuse and/or assault to ICE/ERO; that the Service Provider develops and implements a policy that includes: an evidence protocol for sexual assault, including access to a forensic medical exam, an internal administrative investigation process that will not compromise a criminal investigation. The Service Provider will also maintain a policy that requires medical staff to report allegations or suspicions of sexual assault to appropriate facility staff, how the victim's medical, mental health and future safety needs will be addressed; appropriate disciplinary sanctions, how a detainee may contact the Office of the Inspector General to confidentially report sexual abuse or assault.

**Article 24. Detainee Telephone Services (DTS)**

- A. The Service Provider shall provide detainees with reasonable and equitable access to telephones as specified in the ICE 2008 Performance-Based National Detention Standard on Telephone Access. Telephones shall be located in an area that provides for a reasonable degree of privacy and a minimal amount of environmental noise during phone calls.
- B. If authorized to do so under applicable law, the Service Provider shall monitor and record detainee conversations. If detainee telephone conversations can be monitored under applicable law, the Service Provider shall provide notice to detainees of the potential for monitoring. However, the Service Provider shall also provide procedures at the facility for detainees to be able to place unmonitored telephone calls to their attorneys.

- C. Telephone rates shall not exceed the dominant carrier tariff rate and shall conform to all applicable federal, state, and local telephone regulations.
- D. For shared Facilities: The service provider shall continue to contract with an independent Telecommunications Company during the term of this contract and not with the ICE designated (DTS) contractor.
- E. For dedicated Facilities: The ICE designated DTS Contractor shall be the exclusive provider of detainee telephones for this facility. This will occur at the expiration of any current contract with a Telecommunications Company. The Service Provider shall make all arrangements with the DTS Contractor per the DTS Contract. The DTS Contractor shall be allowed to install vending debit machines and shall receive 100 percent of all revenues collected by sale of prepaid debit services. The DTS Contractor shall be responsible for furnishing all inventory and supply of all DTS calling services to the Service Provider. The DTS Contractor shall be responsible for the costs incurred for installation of the equipment, any monthly telephone charges incurred from the operation of DTS, and the maintenance and operation of the system. The Service Provider shall not be entitled to any commissions, fees, or revenues generated by the use of the DTS or the detainee telephones.
- F. The Service Provider shall inspect telephones for serviceability, in accordance with ICE 2008 Performance-Based National Detention Standards and ICE policies and procedures. The Service Provider shall notify the COTR or ICE designee of any inoperable telephones.

#### **Article 25. Government Use of Wireless Communication Devices**

All personnel that have been issued a Federal Government owned wireless communication device, including but not limited to, cellular telephones, pagers or wireless Internet devices, are authorized to possess and use those items in all areas of the facility in which ICE detainees are present.

<b>Pike County Correctional Facility</b>				
Detainee Booked				
January 1, 2015 - September 2018				
	YEAR			
MONTH	2015	2016	2017	2018
JAN	53	42	69	42
FEB	58	33	58	35
MAR	76	63	30	47
APR	91	47	51	56
MAY	64	92	99	51
JUN	48	75	59	28
JULY	77	59	52	51
AUG	46	68	40	55
SEPT	25	86	85	77
OCT	107	72	49	
NOV	87	63	79	
DEC	74	73	36	
TOTALS	806	773	707	442

Month January

Year 2015

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
01	001	12/31/14	ICE	[REDACTED]	UF 1/14/15	-	REJ'd	-		Co Detainer Being unprofessional
05	004	1/6/15	ICE	[REDACTED]	UF 1/13/15	-	did not pursue	-		Said dressing not provided w/ meal
03	007	1/6/15	ICE	[REDACTED]	UF 1/15/15	119	UF	-	did not pursue	inmate used for dropped
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# THE 1991 GRIEVANCE LOG

8015

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
01	017	2/14	ICE		US/DOJ - did not pursue -					CO Rinaldi improper put down searches

Month April

2015

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three Finding	Grievance Description
07	026	4/13	ICE	<del>XXXXXXXXXX</del>	05/17/17	-non grievable -				disciplinary hearing due to behavior in program
01	028	4/14	ICE	<del>XXXXXXXXXX</del>	05/14/17	-did not pursue -				his Angolan representative comments
07	030	4/29	ICE	<del>XXXXXXXXXX</del>	05/13/17	05/13	05/13	05/13	05/13	Wants to wear cover hood as part of Sika religion

# INMATE COMPLAINT FACILITY GRIEVANCE LOG

Month May

Year 2015

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
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[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
01	043	5/25	ICE							
01	045	5/25	ICE							

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
4/5/27	-	REJ'd -								
4/5/27	-	REJ'd -								
4/5/27	-	REJ'd -								

Ex. Housley - expired time for grievance  
 Co. Serrano filed - stating he had declined legal counsel



# INMATE GRIEVANCE LOG

Month June

Year 2015

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three Finding	Grievance Description
01	059	5/19	ICE	[REDACTED]	06/02	REFUSED	-			position searching cell
05	066	5/28	ICE	[REDACTED]	06/03	- did not pursue	-			see letter on correspondence page

# GRIEVANCE LOG

Month July

Year 2015

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three Finding	Grievance Description
01	091	7/9	ICE		7/14/15					do Brady - time expired to initiate grievance
05	092	7/7	ICE		7/14/15		did not pursue			inmate's radio - radio smashed/damaged

FIRE COUNTY CORRECTIONAL INSTITUTION GRIEVANCE LOG

Month July Year 2015

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
										[REDACTED]
										[REDACTED]
										[REDACTED]
										[REDACTED]
01	111	7/25	ICE	[REDACTED]	07/27		- did not pursue -			no data - racist for giving a 24 hr lockdown
05	112	7/22	ICE	[REDACTED]	07/28		- did not pursue -			wants new clothes provided

Year 2015

Month

2000

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
01	122	9/8	ICE	[REDACTED]	05/19/15	- did not	05/19/15	05/19/15	05/19/15	05/19/15
05	126	9/11	ICE	[REDACTED]	05/19/15	- REF	05/19/15	05/19/15	05/19/15	05/19/15

Month, October

Year 2015

DO Report Comments  
Clostrini gave 24 hr back

Year 2015

Month

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[illegible]

Month December

Year 2015

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Month, ~~January~~

Year 2016

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Year 2016Month, February

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
07	021	2/2/16	ICE	[REDACTED]	07/24/16	- did not pursue	- did not pursue	-	-	wants standard fee for computer print outs
03	025	2/6/16	ICE	[REDACTED]	07/28/16	- did not pursue	- did not pursue	-	-	legals money being withheld from the client
01	026	2/2/16	ICE	[REDACTED]	07/28/16	- did not pursue	- did not pursue	-	-	co. billing calling him stupid
01	027	2/2/16	ICE	[REDACTED]	07/22/16	- did not pursue	- did not pursue	-	-	harassment by Sgt. [REDACTED]
03	028	2/13/16	ICE	[REDACTED]	07/22/16	- did not pursue	- did not pursue	-	-	legal mail not sent

# PIKE COUNTY CORRECTIONAL FACILITY GRIEVANCE LOG

Month

March

Year 2016

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
07	009	2/25/16	ICE	Alian, Christopher	UF/3/2/16	3/4/16	UF	3/17	UF	Not being able to receive a visit - time had expired
01	035	3/18/16	ICE	[REDACTED]	UF/3/18/16	-did not pursue				Refused cleaning up bathroom
01	037	3/24/16	ICE	[REDACTED]	UF/4/2/16	-did not pursue				Refused to go to kitchen - no longer employed there

Month April

Year 2010

[illegible]

# PIKE COUNTY CORRECTIONAL FACILITY GRIEVANCE LOG

Month May

Year 2016

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
07	047	4/19/16	ICE		UF 5/2/16	- did not pursue				already submitted grievance. Stoungover to UF
05	048	4/18/16	ICE		UF 5/2/16	UF 5/25	UF			UF and vegan kitchen that served sealed from
05	049	4/20/16	ICE		UF 5/2/16	UF - did not pursue				vegetarian paying him to work in kitchen. He no longer
05	050	4/20/16	ICE		UF 5/2/16	UF	UF			worked vegans from being sealed from inmate due to his
05	051	4/21/16	ICE		UF 5/2/16	UF	UF			sealed kitchen vegans due to his
05	052	4/24/16	ICE		UF 5/3/16	- did not pursue				waited, neutral vegans
05	053	4/27/16	ICE		UF 5/4/16	UF	UF			is Chairman
01	056	4/30	ICE		UF 5/4/16	UF	UF			grievance during
01	057	5/25	ICE		UF 5/11/16	UF	UF			office harassing him during a case of sexual
					UF 5/31/16	- did not pursue				co-bitch making note of inmate's comment

# PIKE COUNTY CORRECTIONAL FACILITY GRIEVANCE LOG

Month June

Year 2016

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
01	058	5/20	ICE	[REDACTED]	UF 6/1/16	6/8	UF	did not pursue -		CO for going home 24 hr lockdown
01	059	5/25	ICE	[REDACTED]	UF 6/3	- did not pursue -				CO for giving a [REDACTED] [REDACTED]
07	061	6/6	ICE	[REDACTED]	UF 6/13	6/15	UF	6/28	UF	wanted board appeal - non grievable
05	062	6/12	ICE	[REDACTED]	UF 6/14	6/15	UF	7/5	GU	books returned to staff - none and distributed back to staff
01	063	5/28	ICE	[REDACTED]	UF 6/14	- did not pursue -				completely not giving him [REDACTED]
07	064	6/9	ICE	[REDACTED]	UF 6/14	6/19	UF	did not pursue -		not asked to go madam [REDACTED]
07	066	6/6	ICE	[REDACTED]	UF 6/14	- did not pursue -				CO for giving him [REDACTED]
05	068	6/12	ICE	[REDACTED]	UF 6/14	6/15	UF	did not pursue		wants more food during [REDACTED]
01	077	6/26	ICE	[REDACTED]	UF 6/14	- did not pursue -				CO for professional [REDACTED]
01	078	6/26	ICE	[REDACTED]	UF 6/14	- did not pursue -				CO for professional [REDACTED]

Year 2016

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Month AugustMonth August

Year 2016

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
07	086	7/22/16	ICE		UF/8/11	- did not pursue				does not want to be on unit - not allowed
05	087	7/20	ICE		UF/8/11	- did not pursue				actions of food service harassment
01	088	7/25	ICE		UF/8/13	- did not pursue				
07	093	8/8	ICE		UF/8/16	- did not pursue				
07	097	8/7	ICE		UF/8/16	- did not pursue				

Month September

Year 2016

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
07	099	8/25	ICE	[REDACTED]	UF 9/16	-	UF	10/1	-	Legal papers removed during Shakedown
07	103	9/16	ICE	[REDACTED]	UF 9/16	-	UF	10/8	UF	Wants full court motion for End of full court motion for wants full court motion for for end of full court motion for
07	104	9/14	ICE	[REDACTED]	UF 9/26	9/29	UF	10/8	UF	





Year 2016

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# PIKE COUNTY CORRECTIONAL FACILITY GRIEVANCE LOG

Month December

Year 2016

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
07	120	11/20	ICE	[REDACTED]	UF/11/20	12/03	UF	12/16/16	UF	Case manager not working
07	121	11/24	ICE	[REDACTED]	UF/12/10	- did not pursue				Wants Muslim to pray w/ all GP units
07	122	11/29	ICE	[REDACTED]	UF/12/10	- did not pursue				Wants Muslim to pray w/ all GP units
07	123	11/24	ICE	[REDACTED]	UF/12/10	- did not pursue				Wants Muslim to pray w/ all GP units
07	124	11/29	ICE	[REDACTED]	UF/12/10	- did not pursue				Wants Muslim to pray w/ all GP units
07	125	11/24	ICE	[REDACTED]	UF/12/10	- did not pursue				Wants Muslim to pray w/ all GP units
07	126	11/24	ICE	[REDACTED]	UF/12/10	- did not pursue				Wants Muslim to pray w/ all GP units
07	127	11/29	ICE	[REDACTED]	UF/12/10	- did not pursue				Wants Muslim to pray w/ all GP units
01	128	11/27	ICE	[REDACTED]	UF/12/10	- did not pursue				Discrimination by Sgt Martin against ICE detainees
05	129	11/22	ICE	[REDACTED]	UF/12/10	12/10	UF	12/14/16	UF	Facilitator lost his photos
01	133	12/18	ICE	[REDACTED]	UF/12/10	- did not pursue				Co Soto pulled meal tray
07	135	12/17	ICE	[REDACTED]	UF/12/10	12/23/16	UF	12/29	UF	Didn't get a blanket in time for ankle injury
01	136	12/17	ICE	[REDACTED]	UF/12/10	12/23/16	UF	12/29	UF	Co Cron didn't get him medical attention when needed

Year 2017

Month

January

8.17

# PIKE COUNTY CORRECTIONAL FACILITY GRIEVANCE LOG

Month February

Year 2017

Code	Number	Date Posted	Agency	Inmate	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
05	009	1/29/17	ICE		UF 2/6/17	2/7/17	UF	2/22/17	UF	Inmate was opened on CP - also on watch
05	010	1/23/17	ICE		UF 2/6/17	-ded not				missing photos - already
07	011	2/5/17	ICE		UF 2/8/17	2/13/17	UF	2/22/17	UF	obscure - want to wear
07	012	2/4/17	ICE		UF 2/8/17	2/11/17	UF	2/18/17	UF	length of time to be taken to medical attention on unit
01	014	1/30/17	ICE		UF 2/13/17	2/17/17	UF	2/23/17	UF	staff member comments
01	015	2/18/17	ICE		UF 2/16/17	2/17/17	UF	2/23/17	UF	female of unit. cell
01	016	2/18/17	ICE		UF 2/16/17	2/17/17	UF	2/23/17	UF	population - wants staff
05	017	2/7/17	ICE		UF 2/16/17	2/17/17	UF	2/23/17	UF	segregation - being
01	018	2/7/17	ICE		UF 2/16/17	2/17/17	UF	2/23/17	UF	and scared
					UF 2/16/17	2/17/17	UF	2/23/17	UF	wants better groups
					UF 2/16/17	2/17/17	UF	2/23/17	UF	in prison - 100% time for
					UF 2/16/17	2/17/17	UF	2/23/17	UF	with no other being dropped
					UF 2/16/17	2/17/17	UF	2/23/17	UF	and non-compliant
01	020	2/4/17	ICE		UF 2/16/17	2/17/17	UF	2/23/17	UF	refused safety razor
01	021	2/4/17	ICE		UF 2/16/17	2/17/17	UF	2/23/17	UF	staff in medical relating
05	022	2/4/17	ICE		UF 2/16/17	2/17/17	UF	2/23/17	UF	for filing lawsuit
01	023	2/8/17	ICE		UF 2/16/17	2/17/17	UF	2/23/17	UF	wants glasses back that
					UF 2/16/17	2/17/17	UF	2/23/17	UF	we have nothing to say
					UF 2/16/17	2/17/17	UF	2/23/17	UF	staff member relating
					UF 2/16/17	2/17/17	UF	2/23/17	UF	and non-compliant
07	028	2/16/17	ICE		UF 2/24/17	3/1/17	UF	3/11/17	UF	refused food to rock
					UF 2/24/17	3/1/17	UF	3/11/17	UF	cell - 10 minutes

Month March

Month

Year 2017

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
01	032	2/22	ICE		UP3/1/17	-	RFJ'd	-	-	Sgt. Fraley Cont. Harassment
01	033	2/22	ICE		UP3/3/17	-	RFJ'd	-	-	Sgt. Fraley stating I was pulled out of a vehicle
01	034	2/24/17	ICE		UP3/6/17					Sgt. Scully claiming legal call - used x-ray
05	040	3/7/17	ICE		UP3/1/17	-	RFJ'd	-	-	denied dinner - was on hunger strike & refused food
01	045	3/9/17	ICE		UP3/15/17	-	RFJ'd	-	-	Sgt. Martin denying Sgt. Zuercher
03	046	3/10/17	ICE		UP3/24/17	3/23/17	UF	4/16/17	UF	Sgt. McLaughlin checking to see if he was

# PIKE COUNTY CORRECTIONAL FACILITY GRIEVANCE LOG

Year 2017

Month April

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
063		4/18/17	ICE			07/4/21/17	- did not discuss -			grievance filed 4/19/17





# PIKE COUNTY CORRECTIONAL FACILITY GRIEVANCE LOG

Month June

Year 2017

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
07	076	5/29/17	ICE	[REDACTED]	UF 6/1/17	6/1/17	VF	released	-	UCS during Shakedown Moots criteria
03	078	6/1/17	ICE	[REDACTED]	UF 6/2/17	6/1/17	UF			both prison + 100% to british hotel released during Shakedown
07	079	5/31/17	ICE	[REDACTED]	UF 6/2/17	-	RFJ'd	-	-	UCS during Shakedown Moots criteria
07	080	6/2/17	ICE	[REDACTED]	UF 6/8/17	-	RFJ'd	-	-	UCS during Shakedown
07	082	6/4/17	ICE	[REDACTED]	UF 6/8/17	-	RFJ'd	-	-	UCS during Shakedown
07	083	6/5/17	ICE	[REDACTED]	UF 6/8/17	-	RFJ'd	-	-	UCS during Shakedown
01	086	6/8/17	ICE	[REDACTED]	UF 6/20/17	6/20/17	UF	7/11/17	UF	UCS during Shakedown Moots criteria
01	087	6/21/17	ICE	[REDACTED]	UF 6/20/17	7/4/17	UF	7/11/17	UF	UCS during Shakedown Moots criteria

July

Year 2017

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
01	088	6/21/17	ICE	[REDACTED]	UP7H1517	7/6/17	UF	7/15/17	UF	complaint of not being honor carry his weapon
[REDACTED]										

Year 2017[illegible]

Month September

Year 2017

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
01	096	8/28/17	ICE	[REDACTED]	UF 9/15/17	-	did not pursue			Counting unprofessional for taking sheet down
01	097	9/19/17	ICE	[REDACTED]	UF 9/19/17	-	REF			Lt. Norman leaving out testimony @ d-brad

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Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
01	100	9/30/17	ICE	[REDACTED]	VF/10/3/17	- did not pursue				replaced clothing given - did not utilize exchange form refers for \$ add - was cashed
05	101	9/30/17	ICE	[REDACTED]	VF/10/3/17	- did not pursue				
03	102	10/4/17	ICE	[REDACTED]	VF/10/7/17	- did not pursue				

# LINE COUNTY CORRECTION FACILITY GRIEVANCE LOG

Month November

Year 2017

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
05	103	10/29/17	ICE	[REDACTED]	05/11/9/17	- did not pursue -				Radio missing after shutdown - no record of radio being returned
01	104	11/2/17	ICE	[REDACTED]	05/11/14/17	- did not pursue -				Claims he was assaulted by staff. He assaulted a staff member.
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LAKE COUNTY CORRECTIONS

Month December

Year 2017

Code	Number	Date Posted	Agency	Inmate Name
07	109	11/26/17	ICE	[REDACTED]
01	110	11/23/17	ICE	[REDACTED]
01	111	11/26/17	ICE	[REDACTED]

Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
07/26/17	- did not pursue - R.F.Jd -				[REDACTED] not grievable - unit being locked down on 9/27/17
07/26/17					[REDACTED] CO Jennings - unprovoked conduct
07/26/17	12/28/17	WF - did not pursue			[REDACTED] Coling Moving Chair while doing Testroom

Year 2018

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
01	03	2/2/18	ICE	[REDACTED]	UF 2/2/18	2/16/18	UF - did not pursue			Collocated not working det. use bathroom assigned to go
01	04	2/19/18	ICE	[REDACTED]	UF 2/2/18	3/2/18	UF - did not pursue			Col's lost legal work during shutdown
01	05	2/18/18	ICE	[REDACTED]	UF 2/2/18	- did not pursue				Det. Martin / Corporal - harassment
07	06	2/27/18	ICE	[REDACTED]	-					1/m EFD on 2/28/18



**SECRET**

Month April

Month April

Month April

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
07	011	4/16/18	ICE	[REDACTED]	UF 4/18/18	4/12	UF	4/26	UF	Wants Commmonfare - Unable to pass test

Month May

Year 2018

number	Date Posted	Agency	Inmate Name	Grievance Description			
				Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three finding

023 5/21/18 ICE

024 5/24/18 - did not pursue - being facilitated

Haw Ranaolan is

Year 2018

Year 2018

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
01	025	6/10/18	ICE	[REDACTED]	UF/1218		did not pursue			inmate grieved officer was being disrespectful and swearing. See notes being tracked and

Month July

Year 2018

Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
05	028	6/18/18	KE	[REDACTED]	11/10/18	did not pursue				Wants Communion Fese - listed as Christian-Catholic

2

Year 2018

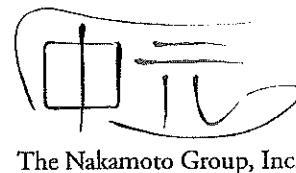
Code	Number	Date Posted	Agency	Inmate Name	Level One Finding	Date Posted Level Two	Level Two Finding	Date Posted Level Three	Level Three finding	Grievance Description
07	033	8/6/18	ICE		8/14/18	- did not pursue				different classification statuses on A-Writ

September

Year 2018

[illegible]

Year 2018[illegible]



DATE: January 10, 2013

TO: Tae D. Johnson  
Assistant Director for Detention Management

FROM: Dolores Messick  
Lead Compliance Inspector  
The Nakamoto Group, Inc.

SUBJECT: Annual Detention Inspection of Pike County Correctional Facility

VIA: E-mail

The Nakamoto Group, Inc. performed an annual inspection for compliance with the ICE Performance-Based National Detention Standards (PBNDS) 2008 of the Pike County Correctional Facility in Lords Valley, Pennsylvania during the period of January 8-10, 2013. This is an IGSA facility.

The annual inspection was performed under the guidance of Dolores Messick, Lead Compliance Inspector. Other Team Members were:

Subject Matter Field	Team Member
Security	James L. Roland, Jr.
Medical Care	H. J. Sweeney
Food Service	Joseph Troniar, Jr.
Environmental Health and Safety	Joseph Troniar, Jr.

#### **Type of Inspection**

This is a scheduled annual inspection, which is performed to determine overall compliance with the ICE PBNDS 2008 for Over 72 hour facilities. The rating for the January 2012 inspection was not available to the inspection team.

#### **Inspection Summary**

The Pike County Correctional Facility is currently accredited by:

- The American Correctional Association (ACA) – No
- The National Commission on Correctional Health Care (NCCHC) – Yes
- The Joint Commission (TJC) – No



### **Standards Compliance**

The following information is a summary of the standards that were reviewed and overall compliance that was determined as a result of the 2012 NDS and 2013 PBNDS 2008 compliance annual inspections:

<b><i>2012 NDS Inspection</i></b>		<b><i>2013 PBNDS 2008 Inspection</i></b>	
Compliant	Unknown	Meets Standards	40
Deficient	Unknown	Does Not Meet Standards	0
At-Risk	Unknown	Repeat Deficiency	0
Repeat Deficiency	Unknown	Not Applicable	1
Not Applicable	Unknown		

### **LCI Issues and Concerns**

No issues or concerns were identified during this inspection.

### **Significant Observations**

The inspection team did not have the previous reports from ICE Headquarters to determine repeat deficiencies, so they are not annotated or mentioned on the reports associated with this inspection.


### **Recommended Rating and Justification**

The Lead Compliance Inspector recommends that the facility receive a rating of Meets Standards.

The facility complies with the ICE Performance-Based National Detention Standards (PBNDS) 2008. No (0) standards were found Does Not Meet Standards and one (1) standard was Not Applicable (N/A). All remaining forty (40) standards were found to Meet Standards.

### **LCI Assurance Statement**

The findings of Meets Standards and Does Not Meet Standards are accurately and completely documented on the G-324A Inspection form and are supported by documentation in the inspection file. An out brief was conducted at the facility and in addition to the entire Nakamoto Group, Inc. Inspection Team, the following were present: ICE Officials - Supervisory Detention and Deportation Officer David W. Clark from the Philadelphia Field Office and Detention Services Monitor Tom Hogan; Facility Staff - Warden Craig A. Lowe, Assistant Warden Jonathan J. Romance, Assistant Warden Bob McLaughlin, Lieutenant Erik M. Campos and Health Services Administrator Patricia Bunting.

  
Signature:

Dolores Messick, Lead Compliance Inspector

January 10, 2013

Printed Name of LCI

Date

**Department of Homeland Security**

Immigration and Customs Enforcement: Office of Enforcement and Removal Operations

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**ICE Uniform Corrective Action Plan**

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**ICE HQ USE ONLY: (DO NOT EDIT\*)**

<b>Review Date:</b> 1/10/2013	<b>DETLOC:</b> PIKCOPA	<b>Review Type:</b> Annual
<b>Complete and Return to ICE HQ No Later Than:</b> 4/10/2013		
<b>Facility Corrective Action Plan Assigned To:</b> PHI		
<b>Facility Name</b> PIKE COUNTY CORRECTIONS		
<b>Address</b> 175 PIKE COUNTY BOULEVARD		
<b>City:</b> LORDS VALLEY	<b>State:</b> PA	<b>Zip Code:</b> 18428
<b>County</b> PIKE		
<b>Document Key:</b> 73	<b>Form Key:</b> 2	
<b>Document Name:</b> PIKCOPA_01_10_2013_Annual_UCAP_KEY_73.doc		

\*If Edits are required, contact ICE HQ for an updated form.

**FIELD OFFICE USE: (Updates Permitted, Field Entry Required)**

**Date of Final Submission:** (Use following format for dates: mm/dd/yyyy)

Form Date: 10-24-2012

**Department of Homeland Security**

Immigration and Customs Enforcement: Office of Enforcement and Removal Operations

**Instructions for Corrective Action Response**

Provide a detailed description of the corrective action taken by the facility to address each of the deficiencies identified in the review. Please ensure that each corrective action corrects the noted deficiency to the fullest extent possible. In the event a deficiency cannot be corrected within the authorized timeline, an explanation is required in the "Corrective Actions" column. The explanation should include a work around solution while pending final resolution, and an approximate completion date. If an extension is needed, the Field Office must contact the appropriate DMD staff member with this request in advance of the specified timelines for submission.

*\*Exceptions to this timeline may be granted for necessary construction and staffing requirements, but will require an estimated completion date and temporary "work around" as part of the approved UCAP. Serious life and safety issues must be corrected immediately.*

<b>Correspondence and Other Mail (Key: Z)</b>			
This Detention Standard ensures that detainees will be able to correspond with their families, the community, legal representatives, government offices, and consular officials consistent with the safe and orderly operation of the facility.			
Component	Deficiency Identified	Corrective Action	Date Completed
All facilities shall implement procedures for inspecting special correspondence and legal mail for contraband in the presence of the detainee. Detainees shall sign a logbook upon receipt of special correspondence and/or legal mail to verify that the special correspondence or legal mail was opened in their presence. (Key: Z07)	Special correspondence is logged in an electronic log and opened in the presence of the detainee. Detainees do not sign the log.		

<b>Disciplinary System (Key: S)</b>			
This Detention Standard promotes a safe and orderly living environment for detainees by expecting detainees to comply with facility rules and regulations and imposing disciplinary sanctions to control the behavior of those who do not.			
Component	Deficiency Identified	Corrective Action	Date Completed
PRIORITY: Time in disciplinary segregation or withholding of privileges imposed for disciplinary violations do not generally exceed 60 days per violation. Staff do not impose or allow imposition of the following sanctions: corporal punishment; deprivation of food services (to include use of Nutraloaf or "food loaf"); deprivation of clothing, bedding, or items of personal hygiene; deprivation of correspondence privileges; deprivation of legal access and legal materials; or deprivation of physical exercise, unless such activity creates a documented unsafe condition. (Key: S03)	Per policy, the duration of punishment must be within established limits. The maximum sanction permitted is 60 days. Policy prohibits corporal punishment, deprivation of food, clothing, bedding or personal hygiene items, deprivation of correspondence privileges, deprivation of legal access and legal materials, or deprivation of physical exercise, unless such activity creates a documented unsafe condition. Policy does allow the use of Nutraloaf if a detainee throws his food.		

<b>Food Service (Key: T)</b>			
This Detention Standard ensures that detainees are provided a nutritionally balanced diet that is prepared and presented in a sanitary and hygienic food service operation.			

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Report produced on Thursday, January 24, 2013 Form Key: 2

**Department of Homeland Security****Immigration and Customs Enforcement: Office of Enforcement and Removal Operations**

Component	Deficiency Identified	Corrective Action	Date Completed
In segregation units, food rations shall not be reduced or changed or otherwise used as a disciplinary tool. (Key: T28)	Although policy prohibits the use of food for punitive or disciplinary purposes, the facility has a special diet that consists of a food loaf type meal. Facility policy states that any inmate who uses food or utensils to perpetrate non-compliance in the housing unit, such as throwing food or serving items, may be placed in administrative segregation and placed on a nutritionally equivalent food loaf, specially packaged to minimize future disruptions and maintain security.		

**Recreation (Key: AC)**

This Detention Standard ensures that each detainee has access to recreational and exercise programs and activities, within the constraints of safety, security, and good order.

Component	Deficiency Identified	Corrective Action	Date Completed
PRIORITY: All facilities shall have an individual responsible for the development and oversight of the recreation program. In SPCs/CDFs, a recreational specialist (for facilities with more than 350 detainees) assesses the needs and interests of the detainees. (Key: AC05)	The facility is an IGSA. The facility has an average daily population of 325 and has no recreation specialist or other assigned staff member.		

FOR OFFICIAL USE ONLY (LAW ENFORCEMENT SENSITIVE)

Report produced on Thursday, January 24, 2013 Form Key: 2

Department Of Homeland Security  
Immigration and Customs Enforcement

Detention Review Summary Form  
Facilities Used Over 72 hours

**A. Type of Facility Reviewed**

- ☐ ICE Service Processing Center  
☐ ICE Contract Detention Facility  
☒ ICE Intergovernmental Service Agreement

**B. Current Inspection**

Type of Inspection  
☐ Field Office ☒ HQ Inspection  
Date[s] of Facility Review  
01/08/2013 - 01/10/2013

**C. Previous/Most Recent Facility Review**

Date[s] of Last Facility Review  
01/10/2012 - 01/12/2012  
Previous Rating  
☐ Meets Standards ☐ Does Not Meet Standards

**D. Name and Location of Facility**

Name  
Pike County Correctional Facility  
Address (Street and Name)  
175 Pike County Blvd.  
City, State and Zip Code  
Lords Valley, PA 18428  
County  
Pike  
Name and Title of Facility Administrator  
(Warden/OIC/Superintendent)  
Craig A. Lowe, Warden  
Telephone # (Include Area Code)  
570-775-5500  
Field Office / Sub-Office (List Office with oversight responsibilities)  
Philadelphia / Pike County  
Distance from Field Office  
150 miles / On site

**E. ICE Information**

Name of Inspector (Last Name, Title and Duty Station)  
Messick / LCI / Nakamoto Group  
Name of Team Member / Title / Duty Location  
Sweeney / Medical SME / Nakamoto Group  
Name of Team Member / Title / Duty Location  
Troniar / Safety-Food Serv. SME / Nakamoto Group  
Name of Team Member / Title / Duty Location  
Roland / Security SME / Nakamoto Group  
Name of Team Member / Title / Duty Location  
/ /

**F. CDF/IGSA Information Only**

Contract Number  
67-92-0029  
Date of Contract or IGSA  
11/02/2011  
Basic Rates per Man-Day  
\$82.31  
Other Charges: (If None, Indicate N/A)  
N/A; ;

Estimated Man-days Per Year  
63,875

**G. Accreditation Certificates**

List all State or National Accreditation[s] received:  
NCCHC  
☐ Check box if facility has no accreditation[s]

**H. Problems/ Complaints (Copies must be attached)**

The Facility is under Court Order or Class Action Finding  
☐ Court Order ☐ Class Action Order  
The Facility has Significant Litigation Pending  
☐ Major Litigation ☐ Life/Safety Issues  
☒ Check if None.

**I. Facility History**

Date Built  
1995  
Date Last Remodeled or Upgraded  
2001  
Date New Construction / Bedspace Added  
N/A  
Future Construction Planned  
☐ Yes ☒ No Date:  
Current Bedspace  
372  
Future Bedspace (# New Beds only)  
Number: N/A Date: N/A

**J. Total Facility Population**

Total Facility Intake for previous 12 months  
1992  
Total ICE Mandays for Previous 12 months  
63,287

**K. Classification Level (ICE SPCs and CDFs Only)**

	L-1	L-2	L-3
Adult Male	N/A	N/A	N/A
Adult Female	N/A	N/A	N/A

**L. Facility Capacity**

	Rated	Operational	Emergency
Adult Male	348	348	348
Adult Female	24	24	24

☐ Facility holds Juveniles Offenders 16 and older as Adults

**M. Average Daily Population**

	ICE	USMS	Other
Adult Male	184	0	119
Adult Female	0	0	22

**N. Facility Staffing Level**

Security:  
86  
Support:  
43

### Significant Incident Summary Worksheet

For The Nakamoto Group to complete its review of your facility, the following information must be completed prior to the scheduled review dates. The information on this form should contain data for the past twelve months in the boxes provided. The information on this form is used in conjunction with the ICE Detention Standards in assessing your Detention Operations against the needs of the ICE and its detained population. This form should be filled out by the facility prior to the start of any inspection. Failure to complete this section will result in a delay in processing this report and the possible reduction or removal of ICE detainees at your facility.

<i><b>Incidents</b></i>	<i><b>Description</b></i>	<b>Jan – Mar</b>	<b>Apr – Jun</b>	<b>Jul – Sept</b>	<b>Oct – Dec</b>
Assault: Offenders on Offenders <sup>1</sup>	Types (Sexual <sup>2</sup> , Physical, etc.)	0	0	0	0
	With Weapon	0	0	0	0
	Without Weapon	0	0	0	0
Assault: Detainee on Staff	Types (Sexual Physical, etc.)	0	0	0	0
	With Weapon	0	0	0	0
	Without Weapon	0	0	0	0
Number of Forced Moves, incl. Forced Cell moves <sup>3</sup>		0	0	0	0
Disturbances <sup>4</sup>		0	0	0	0
Number of Times Chemical Agents Used		1	2	2	1
Number of Times Special Reaction Team Deployed/Used		0	0	0	0
# Times Four/Five Point Restraints applied/used	Number/Reason (M=Medical, V=Violent Behavior, O=Other)	1-V	1-V	1-V	0
	Type (C=Chair, B=Bed, BB=Board, O=Other)	C	C	C	0
Number of Times Canines Used in Facility		0	0	0	0
Offender / Detainee Medical Referrals as a result of injuries sustained.		0	0	0	0
Escapes	Attempted	0	0	0	0
	Actual	0	0	0	0
Grievances:	# Received	13	22	20	17
	# Resolved in favor of Offender/Detainee	0	0	1	0
Deaths	Reason (V=Violent, I=Illness, S=Suicide, A=Attempted Suicide, O=Other)	0	0	0	0
	Number	0	0	0	0
Psychiatric / Medical Referrals	# Medical Cases referred for Outside Care	13	25	27	14
	# Psychiatric Cases referred for Outside Care	0	0	0	0

<sup>1</sup> Any attempted physical contact or physical contact that involves two or more offenders  
<sup>2</sup> Oral, anal or vaginal penetration or attempted penetration involving at least 2 parties, whether it is consenting or non-consenting

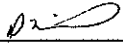
<sup>3</sup> Routine transportation of detainees/offenders is not considered "forced"

<sup>4</sup> Any incident that involves four or more detainees/offenders, includes gang fights, organized multiple hunger strikes, work stoppages, hostage situations, major fires, or other large scale incidents.

DHS/ICE Detention Standards Review Summary Report				
1. Meets Standards	2. Does Not Meet Standards	3. Repeat Finding	4. Not Applicable	
<b>PART 1 SAFETY</b>				
1	Emergency Plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Environmental Health and Safety	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Transportation (By Land)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>PART 2 SECURITY</b>				
4	Admission and Release	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Classification System	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Contraband	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Facility Security and Control	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Funds and Personal Property	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Hold Rooms in Detention Facilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Key and Lock Control	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Population Counts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Post Orders	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	Searches of Detainees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Sexual Abuse and Assault Prevention and Intervention	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	Special Management Units	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16	Staff-Detainee Communication	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17	Tool Control	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18	Use of Force and Restraints	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>PART 3 ORDER</b>				
19	Disciplinary System	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>PART 4 CARE</b>				
20	Food Service	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21	Hunger Strikes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22	Medical Care	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23	Personal Hygiene	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24	Suicide Prevention and Intervention	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25	Terminal Illness, Advance Directives, and Death	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>PART 5 ACTIVITIES</b>				
26	Correspondence and Other Mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27	Escorted Trips for Non-Medical Emergencies	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
28	Marriage Requests	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29	Recreation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30	Religious Practices	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31	Telephone Access	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
32	Visitation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
33	Voluntary Work Program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>PART 6 JUSTICE</b>				
34	Detainee Handbook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
35	Grievance System	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
36	Law Libraries and Legal Material	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
37	Legal Rights Group Presentations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>PART 7 ADMINISTRATION &amp; MANAGEMENT</b>				
38	Detention Files	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
39	News Media Interviews and Tours	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
40	Staff Training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
41	Transfer of Detainees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### LCI Review Assurance Statement

By signing below, the Lead Compliance Inspector (LCI) certifies that all findings of noncompliance with policy or inadequate controls contained in the Inspection Report are supported by evidence that is sufficient and reliable. Furthermore, findings of noteworthy accomplishments are supported by sufficient and reliable evidence. Within the scope of the review, the facility is operating in accordance with applicable law and policy, and property and resources are efficiently used and adequately safeguarded, except for the deficiencies noted in the report.

Lead Compliance Inspector: (Print Name)	Signature
Dolores Messick	
Title & Duty Location	Date
Lead Compliance Inspector, The Nakamoto Group, Inc.	01/10/2013

#### Team Members

Print Name, Title, & Duty Location	Print Name, Title, & Duty Location
H. J. Sweeney, Medical SME, The Nakamoto Group, Inc.	Joseph Troniar, Jr., Safety/Food Service SME, The Nakamoto Group, Inc.
Print Name, Title, & Duty Location	Print Name, Title, & Duty Location
James L. Roland, Jr., Security SME, The Nakamoto Group, Inc.	

Recommended Rating:

☒ Meets Standards  
☐ Does Not Meet Standards

Comments: Pike County Correctional Facility is a 372-bed direct supervision facility operated under the direction of the Pike County Prison Board. The average daily population of male ICE detainees is 184. The facility does not house female ICE detainees. There were 146 ICE detainees housed in the facility on the last day of the inspection. The average length of stay for an ICE detainee is 47.5 days.

The facility provides numerous programs for the detainees. The facility handbook is available in thirteen languages, ensuring that all detainees are made aware of the facility rules and pertinent information. A Handbook for Family and Friends, available in the lobby of the facility, provides information on visitation and answers many questions that families may have. Information on the ICE Online Detainee Locator System and contact information for agencies that provide resources for families are included in this handbook. The facility does have a medical co-pay system; however, ICE detainees are not charged these fees. ICE detainees are charged \$15.00 for a haircut.

No deaths and no serious suicide attempts were reported by the facility for the past twelve months. There were also no escapes or escape attempts. The facility does not use canines or Tasers, but does utilize Oleoresin Capsicum (OC) spray.

The rating for the last inspection is unknown as the previous report from ICE Headquarters was not available to the inspection team.





**U.S. Department of Homeland Security**  
Immigration and Customs Enforcement  
Office of Professional Responsibility  
Inspections and Detention Oversight  
Washington, DC 20536-5501

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## **Office of Detention Oversight Compliance Inspection**

**Enforcement and Removal Operations  
Philadelphia Field Office  
Pike County Correctional Facility  
Lords Valley, Pennsylvania**

**September 10 – 12, 2013**

**COMPLIANCE INSPECTION  
PIKE COUNTY CORRECTIONAL FACILITY  
PHILADELPHIA FIELD OFFICE**

**TABLE OF CONTENTS**

**INSPECTION PROCESS**

Report Organization.....	1
Inspection Team Members.....	2

<b>EXECUTIVE SUMMARY .....</b>	<b>3</b>
--------------------------------	----------

**OPERATIONAL ENVIRONMENT**

Internal Relations .....	10
Detainee Relations .....	10

**ICE 2008 PERFORMANCE-BASED NATIONAL DETENTION STANDARDS**

Detention Standards Reviewed .....	13
Classification System.....	14
Detainee Handbook .....	15
Detention Files .....	16
Disciplinary System .....	18
Food Service .....	20
Grievance System .....	22
Personal Hygiene .....	25
Recreation .....	27
Staff-Detainee Communication .....	28
Telephone Access .....	28
Use of Force and Restraints .....	30
Visitation.....	32

## INSPECTION PROCESS

The U.S. Immigration and Customs Enforcement (ICE), Office of Professional Responsibility (OPR), Office of Detention Oversight (ODO) conducts broad-based compliance inspections to determine a detention facility's overall compliance with the applicable ICE National Detention Standards (NDS) or Performance-Based National Detention Standards (PBNDS) and ICE policies. ODO bases its compliance inspections around specific detention standards, also referred to as core standards, which directly affect detainee health, safety, and well-being. Inspections may also be based on allegations or issues of high priority or interest to ICE executive management.

Prior to an inspection, ODO reviews information from various sources, including but not limited to, the Joint Intake Center (JIC), Enforcement and Removal Operations (ERO), detention facility management, and other program offices within the U.S. Department of Homeland Security (DHS). Immediately following an inspection, ODO hosts a closeout briefing at which all identified deficiencies are discussed in person with both facility and ERO field office management. Within days, ODO provides ERO a preliminary findings report, and later, a final report, to assist in developing corrective actions to resolve identified deficiencies.

## REPORT ORGANIZATION

ODO's compliance inspection reports provide executive ICE and ERO leadership with an independent assessment of the overall state of ICE detention facilities. They assist leadership in ensuring and enhancing the health, safety, and well-being of detainees and allow ICE to make decisions on the most appropriate actions for individual detention facilities nationwide.

ODO defines a deficiency as a violation of written policy that can be specifically linked to ICE detention standards, ICE policies, or operational procedures. Deficiencies in this report are highlighted in bold and coded using unique identifiers. Recommendations for corrective actions are made where appropriate. The report also highlights ICE's priority components, when applicable. Priority components have been identified for the 2008 and 2011 PBNDS; priority components have not yet been identified for the NDS. Priority components, which replace the system of mandatory components, are designed to better reflect detention standards that ICE considers of critical importance. These components have been selected from across a range of detention standards based on their importance to factors such as health and safety, facility security, detainee rights, and quality of life in detention. Deficient priority components will be footnoted, when applicable. Comments and questions regarding this report should be forwarded to the Deputy Division Director, OPR ODO.

## INSPECTION TEAM MEMBERS

Phil Turner	Detention and Deportation Officer (Team Lead)	ODO, Phoenix
Sara Lilly	Section Chief	ODO, Headquarters
Gina Horn	Inspections and Compliance Specialist	ODO, Headquarters
Olivia Simmons	Inspections and Compliance Specialist	ODO, Headquarters
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Tim Baltz	Contract Inspector	Creative Corrections

David Roff            Contract Inspector  
Ramon Ordonez      Contract Inspector  
Jeffrey Wydeven     Contract Inspector

Creative Corrections  
Creative Corrections  
Creative Corrections

## EXECUTIVE SUMMARY

ODO conducted a Compliance Inspection (CI) of the Pike County Correctional Facility (PCCF) in Lords Valley, Pennsylvania, from September 10 to 12, 2013. ERO began housing detainees at Pike County in 1996 under a dedicated intergovernmental service agreement (IGSA) with Pike County. Male and female detainees of all security classification levels (Level I - lowest threat, Level II - medium threat, Level III - highest threat) are detained at the facility for periods in excess of 72 hours. The CI evaluated PCCF's compliance with the 2008 PBNDS.

The ERO Field Office Director (FOD), in Philadelphia, Pennsylvania (ERO Philadelphia), is responsible for ensuring facility compliance with ICE policies and the PBNDS. Twelve ICE employees are permanently located at PCCF.

Capacity and Population Statistics	Quantity
Total Bed Capacity	375
ICE Detainee Bed Capacity	220
Average Daily Population	300
Average ICE Detainee Population	167
Average Length of Stay (Days)	52
Male Detainee Population Count (on 9/10/13)	193
Female Detainee Population Count (on 9/10/13)	0

PCCF provides food services, and PrimeCare Medical, Inc. provides medical services. The National Commission on Correctional Health Care last accredited PCCF on June 3, 2013.

In September 2011, ODO conducted an inspection of the PCCF under the 2000 NDS. ODO reviewed a total of 25 NDS and found PCCF compliant with 13 standards. ODO found a total of 27 deficiencies in the remaining 12 standards.

During this CI, ODO reviewed 23 standards and found PCCF compliant with 11 standards. ODO found 22 deficiencies, five of which relate to priority components, in the following 12 standards: Classification System (1 deficiency), Detainee Handbook (2), Detention Files (3), Disciplinary System (1), Food Service (1), Grievance System (6), Personal Hygiene (3), Recreation (1), Staff-Detainee Communication (1), Telephone Access (1), Use of Force and Restraints (1), and Visitation (1).

This report details all deficiencies and refers to the specific, relevant sections of the PBNDS. ERO will be provided a copy of this report to assist in developing corrective actions to resolve all identified deficiencies. ODO discussed these deficiencies with PCCF and ICE personnel during the inspection, and at a closeout briefing conducted on September 12, 2013.

Detainees are pre-classified by ERO before arriving at PCCF. During the intake process, the PCCF classification coordinator reviews classification levels. Policy and procedures are in place for review of detainees' classification levels every 60 days. Policy and procedures also address the reclassification of detainees following disciplinary actions, or in the event new information relevant to the detainee's classification becomes known. A review of 20 detention files confirmed all contained documentation of initial and reclassifications, as well as appropriate information supporting classification decisions.

Upon the arrival of detainees at PCCF, corrections officers create detention files, which include photographs and fingerprint records; complete a detailed observation questionnaire; and conduct criminal history checks. Corrections officers inspect property for contraband, inventory funds and valuables, issue signed and dated receipts, and secure all funds and personal property. Corrections officers issue facility clothing, linens, hygiene kits, and the national and local detainee handbooks. Before a detainee leaves intake, PCCF medical staff completes the detainee medical and mental health intake screening.

During admission, corrections officers request that detainees complete a PCCF Consent to Unclothed Search Form. PCCF staff only conducts unclothed searches upon having reasonable suspicion or probable cause that a detainee may be a risk to the facility, facility employees, or to the health and welfare of other detainees. Facility policy and procedure requires supervisory approval and supporting documentation noting a reasonable suspicion or probable cause that warrants an unclothed search. ODO's review of 20 active and 10 archived detention files confirmed the presence of unclothed search forms documenting reasonable suspicion, and or probable cause.

ODO determined that the corrections officers completing the admissions portion of the detention file fail to note the activation of the file. All of the 20 active detention files reviewed contained original photographs, personal property inventory sheets, and receipts for property and baggage. However, none of the 20 active files reviewed contained Form I-385 (Alien Booking Record), complete classification worksheets, housing identification cards, or I-77 baggage checks, required by the PBNDS to be in every detention file. ODO reviewed ten archived detention files to determine the presence of required documentation. ODO found staff members had not placed the original Form I-385 within all ten files, and prior to closing the files, officers failed to note the files were complete and ready for archiving.

The detainee handbook notifies detainees of the rules and regulations, rights, disciplinary procedures, sanctions, and of the appeals process. Handbooks are available in English and Spanish. ODO's review of the Spanish version of the local handbook found incorrectly translated words, numerous mistakes in grammatical structure, and confusing information that could be difficult for detainees to understand. In addition, the handbook does not provide detainees with procedures for requesting interpretive services for essential communication, and procedures for filing medical grievances.

Upon analysis of housing unit rosters, ODO determined there were 18 Level I detainees and five Level III detainees located in housing unit B. ODO confirmed PCCF does not permit the commingling of Level I and III detainees; however, although PCCF keeps detainees separated from each other, detainees were readily able to see, hear, and communicate with one another. Isolating Level I and Level III detainees from each other improves security and safety.

PCCF disciplinary policy encourages the informal resolution of rule violations where possible. The facility classifies prohibited acts as Class I (highest offense), Class II, and Class III (minor violation) offenses. PCCF's three-member disciplinary panel consists of one supervisor, one officer, who is not involved in the incident, and one counselor or other department employee. The disciplinary panel adjudicates both Class I and II offenses and has the authority to impose disciplinary segregation. Class III offenses are minor violations informally adjudicated by the

housing unit officer. PCCF does not have a Unit Disciplinary Committee or other intermediate level of adjudication.

ODO reviewed the Environmental Health and Safety standard at PCCF, and did not find any deficiencies. The facility adheres to high standards of cleanliness and sanitation. During interviews, detainees commented positively on the cleanliness of the facility.

The Fire Safety Officer maintains a master index of hazardous substances noting storage locations, and emergency phone numbers. The index also includes a master file of Material Safety Data Sheets, and documentation of reviews conducted by the local fire chief. PCCF conducts weekly and monthly fire drills, fire and safety inspections, and quarterly inspections of fire protection equipment. ODO notes PCCF inspects the facility fire extinguishers as required. Monthly fire drills include the actual evacuation detainees. ODO observed evacuation plans posted throughout the facility, printed in English and Spanish. The local fire training director reviewed and approved the facility's fire prevention control and evacuation plans in March 2013.

A review of 10 randomly selected training files confirmed staff training in the storage and handling of flammable, toxic, and caustic chemicals, and fire and safety procedures. ODO's inspection of running inventories of hazardous substances confirmed their accuracy, and material safety data sheets were present at their locations. ODO observed that material safety data sheets for chemicals are maintained in binder and attached to rolling carts used in the housing units, in case of an emergency. ODO noted this procedure as a best practice.

PCCF staff manages the food services department. Staffing consists of a Food Service Director, Assistant Food Service Director, four Food Production Supervisors, and two Food Service Supervisors. A crew of 24 inmates and detainees supports the food service operation, which included seven ICE detainees at the time of the inspection. ODO verified all employees and workers received medical clearances prior to working in the kitchen, and were visually inspected by staff for any signs of illness or personal hygiene concerns prior to starting their shift.

The sack meals provided to detainees designated for transportation from the facility contained prohibited pork meat sandwiches and did not include required fruit items. During the inspection, PCCF added a non-pork meat sandwich and fruit item to the sack meals menu to address this deficiency.

PCCF's funds and personal property policy and procedures provide for the accounting, inventory, and safeguarding of detainee property from the time of admission until the time of release. PCCF inventories personal property, including funds and valuables, both the detainee and intake staff sign a receipt. PCCF secures detainee clothing in a bag and then locks the bag in a caged area. Staff secures valuables in a locked compartment within the Intake Security Supervisor's office and in a separate locked room behind the supervisor's post.

PCCF's policy and detainee handbook addresses the facility's formal and informal grievance process, emergency grievances and appeals, and required guarantee against reprisal for filing a grievance. PCCF does not have a procedure in place ensuring the administrative health authority receives medical grievances within 24 hours or the next business day. Nor is there a process for

ensuring the direct submission of medical care grievances to designate medical personnel. Furthermore, there is no timeframe for issuing responses to medical grievances.

The facility requires detainees to file an informal grievance before filing a formal grievance; however, informal grievances are not logged or tracked. ODO found there is no way to bypass the informal grievance process. PCCF does not provide detainees with envelopes in which to seal grievances and identify them as sensitive or medically sensitive. Processing of grievances relating to medical care follows the same course as grievances on other subjects; therefore, there is no separate process for appealing a response denying relief for a medical grievance. ODO's review of the grievance log confirmed it was current but only included the date the grievance was disposed and not the date when staff recorded the grievance.

No hunger strikes occurred at PCCF in the 24 months preceding the inspection. Review of PCCF's policy confirmed it addresses all requirements of the PBNDS. Interviews of medical staff confirmed all members are well versed on the policy and standard. Review of hunger strike training records pertaining to 10 correctional officers and 18 medical staff confirming they completed annual training requirements.

PCCF has a designated law library in each of the housing units. Each housing unit is equipped with at least one computer and one printer, with larger housing units having three computers and one printer. Access to a copy machine, more supplies, and a notary is available upon request. Detainees have over 80 hours of unlimited access to the library per week during authorized periods. Detainees in the SMU have access for one hour per night, five days per week.

Prime Care Medical, LLC, provides medical services at PCCF. The facility received initial accreditation from the National Commission on Correctional Health Care on June 3, 2013. Clinic staffing consists of the Health Services Administrator, Medical Director, two physician assistants, one dentist, one psychiatrist, one psychologist, two registered nurses, and nine licensed practical nurses. Professional credentials, including licensure, insurance, DEA registration, and other applicable certifications for all medical staff were current and primary-source verified.

Review of 39 medical records found all detainees received comprehensive intake screenings within 12 hours after arrival, and all detainees signed consent forms. All cases had documented treatment plans for medication, education, follow-up visits, diagnostic testing, and monitoring.

PCCF fully complied with the Suicide Prevention and Intervention 2008 PBNDS. Facility policy enables any staff member to refer a detainee who expresses suicidal thoughts to medical staff. PCCF medical staff notify ICE when detainees commit suicide, attempt suicide or are placed on suicide watch. Only a qualified mental health professional can modify the level of or remove a detainee from suicide watch. Interviews with staff and review of personnel training records confirmed current suicide watch procedures comply with all elements of the 2008 PBNDS.

PCCF has policies and procedures in place for detainees to establish advance directives for their health care. The policy also addresses terminal illness, organ donation, death notification procedures, and the release of remains. Additionally, PCCF requires the medical provider to conduct mortality reviews and report results within 30 days of a detainee's death. ODO



conducted medical staff interviews and reviewed internal documents to confirm that PCCF policy addresses the requirements outlined in the 2008 PBNDS.

PCCF maintains an adequate inventory and supply of clothing, bedding, linens, towels, and personal hygiene items. Although clothing appeared clean, much of it, particularly undergarments, was worn out or indelibly stained. PCCF does not grant daily access to disposable razors. Level I and II detainees in general population housing units have access to razors only three days per week. PCCF does not provide detainees housed in Special Management Units (SMU) and Level III housing units access to disposable razors. These detainees have access to two shared electric razors, five days per week.

The facility provides detainees access to recreational programs and activities. Recreation yards have sufficient space and are located between detainee housing units. General population detainees have recreation privileges two hours per day, seven days a week. SMU detainees have outdoor recreation privileges one hour per day, five days a week. Although detainees have access to outdoor recreation yards, the IGSA between ICE and PCCF, dated November 9, 2011, does not stipulate that ICE detainees have access to an outdoor recreation area.

PCCF's religious services policy and procedures provide for reasonable and equitable opportunities for detainees to participate in the practices of their respective faiths. Detainee participation in religious activities is voluntary and open to the entire detainee population. The facility affords Levels I and II detainees the opportunity for group religious services, and provides detainees housed in Level III and SMUs with individual religious services upon request.

PCCF signed a contract modification with ICE on January 30, 2013 to incorporate the 2011 PBNDS, Sexual Abuse and Assault Prevention Intervention (SAAPI) standard. The facility's SAAPI coordinator is very knowledgeable about these duties and responsibilities. All staff and volunteers are required to attend pre-service and annual SAAPI training, which covers how to handle reports or observations concerning possible sexual abuse or assault. Staff interviews and a review of ten training records confirm PCCF has a comprehensive training program and staff has a strong working knowledge of the SAAPI program requirements. ODO reviewed two alleged sexual assault incidents and found that PCCF responded in accordance with the SAAPI standard.

During the intake process, the facility screens detainees for sexual abuse victimization, and predatory history to identify potential sexual aggressors. Detainees are informed about the facility's SAAPI program through the detainee handbook, orientation video, and posted fliers, in both English and Spanish, and include telephone numbers for reporting incidents.

During this CI, seven detainees were housed in the disciplinary SMU; three detainees were housed in the administrative SMU, including two in protective custody; and one in the process of evaluation by medical staff for mental health issues. In accordance with the 2008 PBNDS, PCCF provides ERO written notification, identifying detainees who are or remain in SMUs for an extended period. ERO visits PCCF weekly and performs welfare checks on SMU detainees.

ODO conducted interviews with four of the seven detainees housed within the disciplinary SMU, and confirmed each of them had received disciplinary segregation orders. The three detainees

housed within the administrative SMU were there for no more than one week from the date of ODO's review, and had received copies of their segregation orders explaining the reasons for segregation. ODO received positive feedback from SMU detainee interviews regarding treatment while housed within the SMU. Specifically, PCCF provides SMU detainees sanitary living conditions, medical care, and recreation opportunities.

Detainees have opportunities to submit written requests to ICE by filling out a request form and placing it in designated ICE drop boxes in each of PCCF's housing units. Interviews with correctional staff and detainees, as well as a review of detainee request forms and logbooks, confirmed ICE staff visits PCCF daily to address detainee requests and observe facility conditions. ICE documents detainee requests in an ICE electronic logbook, and ICE responds to those requests within 24 hours of receipt. However, ICE staff does not record response dates and actions taken in the electronic logbook.

ODO verified detainees have reasonable and equitable access to telephones at PCCF. Operation checks of telephones in detainee housing units found all were in good working order. Facility staff inspects telephones daily; ICE inspects telephones weekly. ODO verified the prompt repair of problems by reviewing facility and ICE logbooks and serviceability worksheets. Notifications that calls are subject to monitoring are posted near phones and there is a recorded message on each phone indicating the same. ODO verified that listings for pro-bono services, the Office of Inspector General hotline, consulates, and embassies were located in each housing unit, printed in both English and Spanish. Detainees may request an unmonitored call by submitting a telephone request form during intake and at any time after that to the housing unit officer. Detainees may request to make legal calls in an area that provides privacy on these same forms. Staff delivers messages involving an emergency or legal matter, but the facility does not accept and deliver any other telephone messages to detainees.

PCCF has a comprehensive written policy that addresses the use of force. The policy specifically notes that correctional officers should only apply physical force after all other reasonable efforts have been exhausted. The policy also addresses confrontation avoidance techniques and the use of force continuum. PCCF correctional officers are required to undergo extensive training that includes self-defense, use of restraints, cell extraction, and confrontation avoidance. ODO reviewed 22 training records of correctional officers that were involved in use of force incidents in the past year, and confirmed that all of the correctional officers involved had up-to-date training.

There have been four calculated use of force incidents in the past year. Each incident was video-recorded; however, video footage in all four cases did not capture the specific identities of correctional officers involved in the incident, nor did it capture close-up shots of detainees to identify potential injury while undergoing post-incident medical examinations.

PCCF posts visiting procedures and hours of visitation in the main entrance lobby. PCCF notes visitation rules and hours within the local detainee handbook and on postings within the housing units. Visitors are required to sign the visitors log and present photo identification at the main entrance desk. After verification of identity and clearing a metal detector, visitors proceed to an assigned visiting cubicle. To communicate with visitors, and maintain privacy, detainees use a telephone handset. ODO's review of the facility's policy on visitation by law enforcement

officials revealed that the shift commander approves or denies law enforcement visit with reasonable cause, and does not require consultation with ICE.

## **OPERATIONAL ENVIRONMENT**

### **INTERNAL RELATIONS**

ODO interviewed the Warden, Assistant Warden, and the Supervisory Detention Deportation Officer regarding the working relationship between ERO and PCCF. The Warden expressed no concerns about their staff's relationship with ERO. Both the Warden and Assistant Warden reported receiving immediate responses from ERO Philadelphia to requests for assistance or information. PCCF staff meets with ERO Philadelphia to discuss administrative and operational issues as necessary. Twelve ICE employees are permanently located at PCCF, including one Supervisory Detention and Deportation Officer, one Supervisory Immigration Enforcement Agent, six Deportation Officers, three Immigration Enforcement Agents, and one Enforcement and Removal Assistant. The Supervisory Detention and Deportation Officer expressed no concerns about the working relationship with PCCF, and stated there is sufficient staff to support mission requirements.

### **DETAINEE RELATIONS**

ODO interviewed 30 detainees (16 Level I and Level II, and 14 Level III) regarding conditions of detention at PCCF. At the time of the CI, all ICE detainees at the facility were male. The Level I and II detainees were interviewed in a group, the Level III detainees individually. All interviews were voluntary.

All interviewed detainees indicated they received the ICE National Detainee Handbook and local PCCF detainee handbook upon admission to the facility. All reported satisfactory access to the law library, recreation, telephones, visitation, and hygiene items. None of the detainees expressed concerns about the quality of food service and cleanliness of the facility.

Although detainees seemed generally satisfied with the medical care, two Level III detainees complained about specific instances regarding medical treatment, and one complained of improper dental treatment. ODO researched each of these cases.

One detainee complained to ODO about a broken finger. Medical staff took an x-ray on July 16, 2013 that showed a fracture. On the following day, corrections officers transported the detainee to the emergency room for treatment. On July 18, 2013, the detainee requested to see an orthopedist. On July 25, 2013, an orthopedist, examined the detainee referring him to a hand specialist. On August 5, 2013, a hand specialist examined the detainee and then scheduled an appointment for surgery. On the same day, the hand specialist directed the detainee to return in two weeks for a check-up. ODO could not locate information referencing the date of surgery or if surgery had been completed.

A second detainee complained to ODO about a knee problem. On May 28, 2013, the detainee complained to medical staff about his knee, which he injured at a different facility two years prior to arriving at PCCF. The detainee did not receive an exam on May 28, 2013; however, the medical staff did review a copy of the detainee's previous medical exam from the other facility, which showed that the x-rays were negative.

A third detainee complained to ODO about tooth pain. On February 1, 2012, the detainee complained to medical staff of pain resulting from a chipped tooth. Medical staff determined the pain was a result of a large cavity that was unable to be restored, not a chipped tooth. The detainee refused extraction treatment (surgery); therefore, medical staff treated the detainee's condition with antibiotics. On March 8, 2012, the detainee had the same complaint, denied extraction treatment, and issued another course of antibiotics, along with Motrin. On September 14, 2012, the detainee had the tooth extraction procedure performed and sutures inserted. One week later, the detainee had the sutures removed.

All 14 Level III detainees stated they did not have access to religious services. Detainees housed in the Level III (high threat) and Special Management Units are permitted to receive individual religious services upon request. Level III detainees can request individual prayer services, but not group services because of security concerns. ODO toured the housing units and observed instructions for requesting individual services posted on the bulletin boards.

One Level II detainee claimed PCCF does not permit the use of prayer rugs within the housing units. PCCF leadership considers prayer rugs to be excessively large and restricts their use in the facility. However, detainees are permitted to use towels for prayer. PCCF provides detainees with an extra towel for this purpose.

Several Level I, II, and III detainees stated PCCF issues dirty and stained undergarments. ODO found the undergarments issued from the intake area clean, but noticed they were worn out or indelibly stained.

All 14 Level III detainees interviewed reported having to share electric razors with one another. ODO determined that PCCF, because of safety concerns, requires Level III detainees, and those housed in SMUs, to share electric razors. ODO identified this as a deficiency.

All III detainees interviewed said that they had been strip searched at intake and randomly during housing unit security inspections. ODO examined Level III detainees' detention files and found proper documentation authorizing strip searches. ODO's review of the Admission and Release standard also confirmed appropriate strip search documentation when strip searches were carried out.

Detainees reported the facility had no process for submitting informal grievances, and that they could not bypass this system. ODO identified this as a deficiency.

Two of the 14 Level III detainees interviewed alleged verbal and physical abuse. One detainee alleged that correctional officers at all levels made, in a joking manner, racial slurs towards him and engaged in ethnic profiling on multiple occasions. The detainee stated that correctional officers referred to him as a "terrorist" because of his Middle Eastern origin and physical appearance (the detainee had a beard). The detainee said he did not report these instances because he feared retaliation from correctional officers. ODO reported the detainee's allegations of racial discrimination and profiling to the JIC.

A second detainee alleged stated he was involved in a "use of force" incident, where a correctional officer allegedly targeted him because "the officer was having a bad day." The detainee alleged the officer awakened him violently and attempted to provoke a violent reaction.

ODO interviewed facility staff and reviewed a disciplinary hearing report, disciplinary appeal document, and an informal grievance resolution form. The evidence did not support the detainee's allegations and no further action was taken by ODO.

## **ICE 2008 PERFORMANCE-BASED NATIONAL DETENTION STANDARDS**

ODO reviewed a total of 23 PBNDS and found PCCF fully compliant with the following 11 standards:

1. Admission and Release
2. Environmental Health and Safety
3. Funds and Personal Property
4. Hunger Strikes
5. Law Libraries and Legal Material
6. Medical Care
7. Religious Services
8. Sexual Abuse and Assault Prevention and Intervention
9. Special Management Units
10. Suicide Prevention and Intervention
11. Terminal Illness, Advance Directives and Death

As the standards above were compliant at the time of the review, a synopsis for these standards was not prepared for this report.

ODO found deficiencies in the following 12 areas:

1. Classification System (1 Priority Component)
2. Detainee Handbook
3. Detention Files
4. Disciplinary System (1 PC)
5. Food Service
6. Grievance System (2 PC)
7. Personal Hygiene
8. Recreation
9. Staff-Detainee Communication
10. Telephone Access
11. Use of Force and Restraints (1 PC)
12. Visitation

Findings for these standards are presented in the remainder of this report.

## CLASSIFICATION SYSTEM (CS)

ODO reviewed the Classification System standard at PCCF to determine if there is a formal classification process for managing and separating detainees based on verifiable and documented data, in accordance with the ICE 2008 PBNDS. ODO toured the facility, reviewed local policies and procedures, interviewed staff, and inspected detainee files, the detainee handbook and related documentation.

PCCF has a comprehensive series of written policies and procedures addressing the classification of detainees. The facility's designated classification coordinator also serves as the grievance coordinator. A classification committee comprised of the classification coordinator, shift commander or designee, and program staff member reviews every detainee classification action. An assistant warden oversees the activities of the classification coordinator and committee. ODO verified the detainee handbook provides information on the classification process, including appeal procedures.

ERO pre-classifies detainees prior their arrival at PCCF. During the intake process, a PCCF classification coordinator reviews classification levels. Procedures are in place for review of a detainee's classification level every 60 days. In addition, procedures address reclassification of detainees following a disciplinary action, or in the event new information relevant to the detainee's classification becomes known. A review of 20 detention files confirmed all contained documentation of initial and reclassification, and appropriate information supporting classification decisions.

Upon analysis of housing unit rosters, ODO identified a unit where PCCF houses Level I and Level III detainees within the same unit. There were five Level III and 18 Level I detainees housed in unit B. PCCF does not permit detainees to recreate and use the dayroom at the same time, however, ODO verified that detainees could communicate with each other by verbal and or visual processes; therefore Level I and Level III detainees were not isolated from each other (**Deficiency CS-1 (V)(F)**).<sup>1</sup> Level I detainees may not be co-mingled with Level III detainees in housing, recreation, and food service. Fully separating Level I and Level III detainees from each other is required by the PBNDS and improves security and safety.

## STANDARD/POLICY REQUIREMENTS FOR DEFICIENT FINDINGS

### DEFICIENCY CS-1

In accordance with the ICE 2008 PBNDS, Classification System, section (V)(F), the FOD must ensure "Level 1 Classification [may] not be co-mingled with Level 3 Detainees," and "Level 3 detainees... may not be co-mingled with Level 1 detainees."

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<sup>1</sup> Priority Component



Date	Source	Info/Quote(s)
Dec. 1995	2016 ODO Inspection	Part 1, p. 49: PCCF opened in December 1995...
Jan. 1996	2016 ODO Inspection	<u>Part 1, p. 49</u> (report: p. 2) The Office of Enforcement and Removal Operations (ERO) began housing detainees at PCCF in Jan. 1996 pursuant to an Intergovernmental Service Agreement (IGSA), under the oversight of ERO's Field Office Director (FOD) in Philadelphia.
2001	2014 ICE Inspection	Part 1, p. 24: remodeled/upgraded
2005	Pocono Record, 6/23/08 Stephen Sacco	<b>Federal inmates pay off for Pike County</b> 881 [ICE detainees passed through the facility] in 2006
2006	Pocono Record, 6/23/08 Stephen Sacco	<b>Federal inmates pay off for Pike County</b> 682 [ICE detainees passed through the facility] in 2006
2007	Pocono Record, 6/23/08 Stephen Sacco	<b>Federal inmates pay off for Pike County</b> In 2007, 729 immigration and customs detainees passed through the facility...
6/23/08	Pocono Record, Stephen Sacco	<p><b>Federal inmates pay off for Pike County</b>  Warden Craig Lowe of the Pike County Correctional Facility recoups roughly half of his \$8 million annual budget by housing detainees for U.S. Immigration and Custom Enforcement.</p> <p>Lowe charges the federal agency \$81.50 a night per prisoner. That's close to \$4 million a year for the prison's books. And the prison's space is at a premium.</p> <p>The facility located about 15 miles outside Milford, also houses prisoners from other counties and the U.S. Marshals Service. It has 301 beds, enough to house county prisoners and have beds left over.</p> <p>Mike Gilhooly, an immigration and customs enforcement spokesman, says the agency uses an average of 123 beds per night in Pike County.</p> <p>...</p> <p>Lowe says federal detainees stay for days or for months; most are waiting for a hearing or permission to return to their country.</p>
11/2/11	2014 ICE Inspection	Part 1, p. 24: <ul style="list-style-type: none"> <li>date of IGSA = 11/2/11</li> </ul>

		<ul style="list-style-type: none"> <li>• \$82.31 per man-day</li> </ul>
Sept. 2013	2013 ODO Inspection	<p><u>PDF: Part 2, p. 99</u> (Report: p. 3)</p> <p>Total Bed Capacity: 375</p> <p>ICE Detainee Bed Capacity: 220</p> <p>ADP: 300</p> <p>Avg. ICE Detainee Pop: 167</p> <p>Avg. Length of Stay (Days): 52</p> <p>Male Detainee Pop. Count (on 9/10/13): 193</p> <p>Female Detainee Pop. Count (on 0/10/13): 0</p> <p>Accredited by NCCHC</p> <p><u>PDF Part 1, p. 1</u> (Report: p. 15)</p> <p>ODO's review of the Spanish version of the local handbook found incorrectly translated words, numerous grammatical errors, and confusing information.</p> <p>In addition, neither version of the handbook provides detainees with procedures for requesting interpretive services for essential communication, and procedures for filing medical grievances.</p> <p><u>Part 1, p. 2</u> (Report: p. 16) detention file deficiencies</p> <p><u>Part 1, p. 8</u> (Report: p. 22) Grievance System</p> <p>...procedures for ensuring medical grievances are received by the administrative health authority within 24 hours or the next business day were not in place.</p> <p>Informal grievances are not logged or tracked; therefore, ODO was unable to assess informal grievance activity or volume.</p> <p>PCCF does not provide detainees with envelopes in which to seal grievances and identify them as sensitive or medically sensitive....Furthermore, there is no process which ensure grievances regarding medical care are submitted directly to designated medical personnel and no timeframe for issuance of a response.</p> <p><u>Part 1, p. 9</u> (Report: p. 23)</p> <p>...the log failed to provide a space to record the submission date of the grievance...Instead the log documented only the date the grievance was disposed.</p>

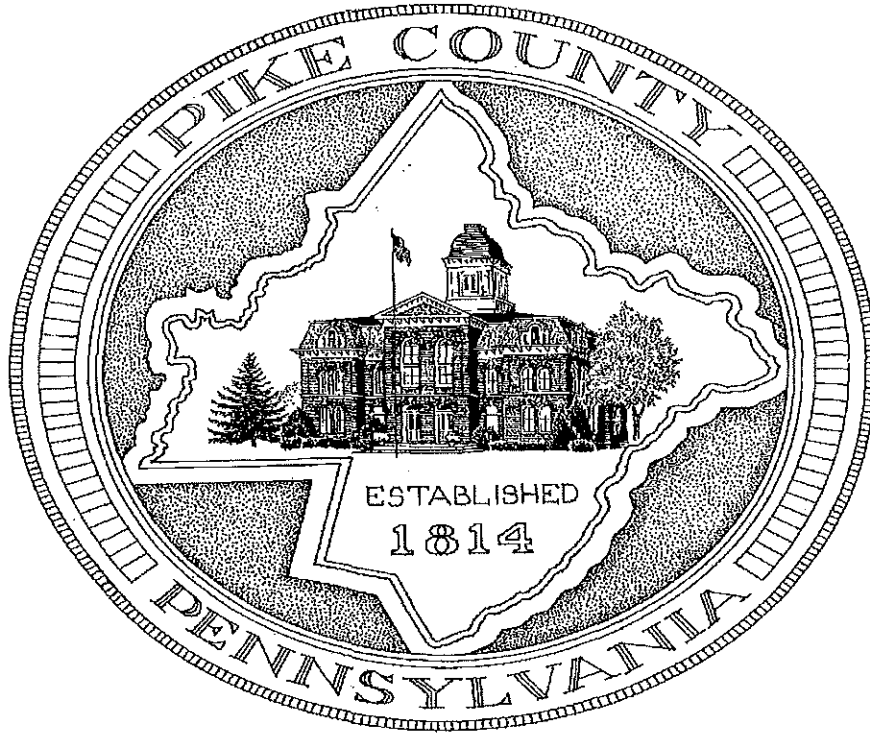
		<p><u>Part 1, p. 11</u> (Report p. 25) ...ODO observed worn out and indelibly stained undergarments.</p> <p><u>Part 1, p. 14</u> (Report p. 28) The log of ICE detainee requests does not include the staff's response and action....</p> <p><u>Part 1, p. 15</u> (Report p. 29) PCCF staff delivers messages to detainees regarding an emergency or legal matter; however, the facility does not accept and deliver other telephone messages to detainees.</p> <p><u>Part 1, p. 16</u> (Report p. 30) – video of use of force incidents</p>
Jan. 2014	2014 ICE Inspection	<p><u>Part 1, p. 21</u> Priority Component #2 in the Correspondence and Other Mail Standard requires that a detainee is considered "indigent" if he or she has less than \$15.00 in his or her account. The facility considers a detainee to be indigent only when he has an account balance of less than \$0.50 for 30 days.</p> <p><u>Part 1, p. 24</u> Total ICE Mandays for previous 12 months: 63,337 (82.31 x 63,337 = \$5,213,268.47) Facility Capacity: 351 male beds, 24 female beds <b>ADP</b> Males: ICE – 174 (56% total ADP), USMS – 2.9, other – 113 Females: Other – 21 Total ADP: 310.9</p> <p><u>Part 1, p. 26</u> 1/7/14: total pop 305 w/ 170 ICE detainees (56%) ICE ADP = 177 Average length of stay for ICE detainees = 47 days</p>
FY 2015	NIJC Spreadsheet	FY15 ICE ADP: 114 (seems low)
Jan. 2015	2015 ICE Inspection	Part 1, p. 33: Suicidal detainees must be monitored 24/7 (paraphrased).
FY 2016	NIJC Spreadsheet	FY16 ICE ADP: 169
Jan. 2016	2016 ICE Inspection	Part 1, p. 35:

		<ul style="list-style-type: none"> <li>• Suicide prevention and intervention: 1 repeat deficiency</li> <li>• 1/5/16: 315 total, 166 ICE (165 male &amp; 1 female) 53%, 143 Pike County (111 male &amp; 32 female), 6 male US Marshals detainees</li> <li>• Avg. length of stay for ICE detainee = 95 days</li> <li>• ICE detainees are intermingled w/ non-ICE</li> <li>• 9 housing units on 2 separate floors</li> </ul> <p>Part 1, p. 38:</p> <ul style="list-style-type: none"> <li>• Strip searches during admissions process!</li> </ul> <p>Part 1, p. 39</p> <ul style="list-style-type: none"> <li>• Suicidal detainees not monitored 24/7 one to one (repeat deficiency)</li> </ul>
3/7/2016	2016 ODO Report	<p>Part 1, p. 42:</p> <ul style="list-style-type: none"> <li>• Facility does not consistently perform intake TB screening...w/in 12 hours for new arrivals</li> <li>• The clinical medical authority does not consistently review intake screening forms to assess priority for detainee tx.</li> <li>• Facility fails to document all medication administered to detainees</li> <li>• Facility fails to consistently obtain informed consent from detainees for administration of psychotropic medications.</li> <li>• All detention staff do not receive CPR &amp; AED &amp; emergency first aid training annually.</li> </ul> <p>Part 1, p. 49 (report p. 2):</p> <ul style="list-style-type: none"> <li>- 125 personnel support warden in charge</li> <li>- No accreditations</li> <li>- ICE beds: 200</li> <li>- ICE ADP: 145</li> <li>- Male ICE pop (3/1/16): 142</li> <li>- Female ICE pop (3/1/16): 1</li> </ul> <p><u>Part 1, p. 52</u> (report p. 5)</p> <ul style="list-style-type: none"> <li>• Seven detainees alleged they were issued stained undergarments during admission</li> <li>• Detainees alleged verbal abuse in the form of sexual harassment from a facility staff member</li> </ul>

		<ul style="list-style-type: none"> <li>Detainee alleged...he rec'd improper tx for an inflamed retina</li> </ul> <p><u>Part 1, p. 53</u> (report p. 6)</p> <ul style="list-style-type: none"> <li>Detainee alleged that his chipped tooth is not being taken care of</li> </ul> <p><u>Part 1, p. 54</u> (report p. 7)</p> <ul style="list-style-type: none"> <li>Detainee alleged facility has not addressed his dental issues</li> <li>Detainee alleged facility has not addressed his hand fracture (right hand pain)</li> <li>Detainee alleged he was approved for a partial knee replacement, but the facility has not addressed his request to see a specialist</li> <li>Detainee alleged he endured two heart attacks, and the facility has not addressed his cardiomyopathy. He also alleged he has leg problems. The detainee said he fears he will die at the facility as a result of poor med tx.</li> </ul>
11/28/16	2018 ICE inspection	Part 1, p. 70: Date of new contract; \$83.41 / diem
FY 2017	NIJC Spreadsheet	FY17 ICE ADP: 166 (matches 2016 ODO report)
Jan. 2017	2017 ICE Inspection	Part 1, p. 64: The only repeated issue concerned stained undergarments. ... The detainees are requesting new undergarments.
Feb. 2018	2018 ICE Inspection	<p>Part 1, p. 67: 375 beds</p> <ul style="list-style-type: none"> <li>ADP 307, w/ 171 ICE detainees (56%)</li> <li>Avg. length of stay for ICE detainee: 100 days</li> <li>Four detainees registered medical complaints about access to care</li> </ul> <p>Part 1, p. 70:</p> <ul style="list-style-type: none"> <li>Total ICE mandays for prev. 12 months: 62,925</li> <li>83.41 x 62,925 = \$5,248,574.25</li> </ul> <p>Facility Capacity: 327 male, 48 female</p> <p><u>ADP</u></p> <p>Males: ICE 176.8, USMS: 7, Other: 95.5</p> <p>Female: Other: 32.5</p> <p><u>Part 1, p. 73</u></p> <ul style="list-style-type: none"> <li>11 use of force incidents</li> <li>3 ICE detainees on hunger strike</li> </ul>

		<ul style="list-style-type: none"><li>• 9 sexual assault allegations; 7 of them involved ICE detainees (3 were unfounded and 4 were unsubstantiated)</li></ul>
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# **COUNTY OF PIKE**



## **2018 BUDGET**

**PIKE COUNTY BOARD OF COMMISSIONERS**

**MATTHEW M. OSTERBERG, CHAIRMAN  
RICHARD A. CARIDI  
STEVEN R. GUCCINI**

# COUNTY OF PIKE

## 2018 BUDGET

FOR REVIEW: December 6, 2017  
 FOR ADOPTION: December 27, 2017

	<u>2016 ADOPTED</u>	<u>2017 ADOPTED</u>	<u>2018 PROPOSED</u>
<b><u>BALANCE ON HAND January 1</u></b>	\$500,000	\$1,600,000	\$1,700,000
<b><u>RECEIPTS</u></b>	<u>\$38,585,382</u>	<u>\$41,662,720</u>	<u>\$38,347,255</u>
<b><u>TOTAL RECEIPTS AND BALANCE</u></b>	<u>\$39,085,382</u>	<u>\$43,262,720</u>	<u>\$40,047,255</u>
<b><u>EXPENDITURES</u></b>			
ADMINISTRATION	\$6,085,681	\$5,889,832	\$6,018,290
JUDICIAL	\$8,878,264	\$11,245,368	\$7,787,114
CORRECTIONS	\$11,430,797	\$12,815,871	\$12,429,868
CHILD WELFARE	\$3,147,548	\$3,247,280	\$3,300,365
MISCELLANEOUS	<u>\$9,543,092</u>	<u>\$10,064,369</u>	<u>\$10,511,618</u>
<b><u>TOTAL EXPENDITURES</u></b>	<u>\$39,085,382</u>	<u>\$43,262,720</u>	<u>\$40,047,255</u>
 COUNTY BUDGET MILLAGE	 16.12	 17.32	 17.32
COUNTY DEBT SERVICE MILLAGE	2.2	0.3	1.27
COUNTY SRCP MILLAGE	0.22	2.12	1.15
<b><u>TOTAL MILLAGE</u></b>	<u>18.54</u>	<u>19.74</u>	<u>19.74</u>
 ASSESSED VALUATION	 \$1,123,409,980	 \$1,125,084,330	 \$1,126,969,670



## TABLE OF CONTENTS

### SUMMARY

RECEIPTS .....	A-M
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### EXPENDITURES

#### ADMINISTRATION

COMMISSIONERS OFFICE .....	1
COMPLEX .....	3
ADMINISTRATION BUILDING .....	5
PIKE COUNTY TRAINING CENTER.....	6
BOARD OF ELECTIONS .....	8
ASSESSMENT .....	10
GIS/TAX ADMINISTRATION .....	11
TREASURER .....	13
TAX COLLECTORS .....	15
PUBLIC DEFENDER .....	16
TAX CLAIM .....	18
AUDITORS .....	20
COMMUNITY PLANNING .....	21
SCENIC RURAL CHARACTER PRESERVATION PROGRAM.....	23
HUMAN DEVELOPMENT.....	24

#### JUDICIAL

SHERIFF .....	25
CORONER .....	28
PROTHONOTARY .....	30
RECORDER OF DEEDS / REGISTER OF WILLS .....	32
DISTRICT ATTORNEY .....	34
JUDGES OFFICE .....	37
COURT REPORTER .....	39
COURTHOUSE & ANNEX #1 .....	40
JOHN STREET COUNTY COMPLEX.....	41
COURTS .....	42
JURY .....	43
DJ FISCHER.....	44
DJ MUIR.....	46
DJ COOPER .....	48
DJ MENDITTO .....	50
DOMESTIC RELATIONS .....	52

## TABLE OF CONTENTS (cont.)

### CORRECTIONS

PROBATION .....	54
SCHOOL BASED JUVENILE PROBATION PROGRAM .....	57
CORRECTIONAL FACILITY.....	59
PRISON BOARD .....	62
ICE FACILITY.....	63

### CHILD WELFARE

CHILDREN AND YOUTH SERVICES .....	64
-----------------------------------	----

### MISCELLANEOUS

PEMA .....	67
COMMUNICATIONS .....	69
VETERANS AFFAIRS .....	71
HISTORIAN .....	72
DAM MAINTENANCE .....	73
SOLID WASTE / RECYCLING .....	74
CONSERVATION .....	75
PSU EXTENSION .....	77
GYPSY MOTH SPRAY PROGRAM.....	79
RECREATION .....	80
ECONOMIC DEVELOPMENT AUTHORITY.....	81
WORKFORCE INVESTMENT.....	82
SUMMER YOUTH .....	84
APPROPRIATIONS .....	85
EMPLOYEE BENEFITS .....	86
INSURANCE .....	87
NPS - ACQUIRED LAND PAYMENTS .....	88
OPERATING TRANSFERS OUT .....	89
CONTINGENCY FUND .....	90
AREA AGENCY ON AGING .....	91
PUBLIC TRANSPORTATION.....	94
UNDISBURSED RAISES AND BENEFITS .....	96
LIQUID FUELS FUND .....	97
DEBT SERVICE FUND .....	98
PIKE COUNTY EMPLOYEES HEALTH INSURANCE FUND .....	99
PIKE COUNTY SCENIC RURAL CHARACTER PRESERVATION DEBT FUND....	100

REPORT DATE 11/28/2017  
 SYSTEM DATE 11/28/2017  
 FILES ID P

COUNTY OF PIKE  
 BUDGET WORKSHEET  
 GENERAL FUND  
 2018 FISCAL BUDGET

PAGE A  
 TIME 12:09:07  
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ACCOUNT NUMBER ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
REVENUES							
01-3000-902 GENERAL FUND		488.61	1000.00	324.42		1000.00	1000.00
01-3000-905 MONEY MARKET		.00	.00	3.18			
01-3000-915 TAX CLAIM		91.08	1000.00	2401.51		1000.00	1000.00
01-3000-920 REGISTER AND RECORDER		.00	1000.00	.00		1000.00	1000.00
01-3000-925 TAX COLLECTORS		387.26	500.00	39.21		500.00	500.00
01-3000-930 OPERATING RESERVE		.00	.00	.00			
01-3000-935 AREA AGENCY ON AGING		23.45	200.00	11.74		200.00	200.00
01-3000-940 TRANSPORTATION		3.18	5.00	.60		5.00	5.00
TOTALS FOR INTEREST		993.58	3705.00	2780.66		3705.00	3705.00
01-3020-905 CURRENT YEAR DISCOUNT		15107303.60	15404046.00	16131202.55		15429859.00	15429859.00
01-3020-910 CURRENT YEAR FACE		1367375.94	2174688.00	1593964.73		2178333.00	2178333.00
01-3020-915 CURRENT YEAR PENALTY		306318.70	543672.00	242071.32		544583.00	544583.00
01-3020-920 PRIOR YEAR		172251.85	125000.00	481611.08		125000.00	125000.00
01-3020-925 INTERIM		24697.27	28000.00	12119.83		28000.00	28000.00
01-3020-930 DELINQUENT (TAX CLAIM)		976111.74	850000.00	459013.61		850000.00	850000.00
TOTALS FOR TAXES		17954059.10	19125406.00	18919983.12		19155775.00	19155775.00
01-3030-905 HOTEL TAX ADMIN.FEE		41333.03	16000.00	19177.18		20000.00	20000.00
TOTALS FOR HOTEL TAX ADMIN.FEES		41333.03	16000.00	19177.18		20000.00	20000.00
01-3040-930 GRANT ADM.INCOME		34544.87	25500.00	9138.03		25500.00	25500.00
01-3040-940 ARTS COUNCIL		.00	.00	.00			
TOTALS FOR GRANTS		34544.87	25500.00	9138.03		25500.00	25500.00
01-3060-902							



REPORT DATE 11/28/2017  
 SYSTEM DATE 11/28/2017  
 FILES ID P

COUNTY OF PIKE  
 BUDGET WORKSHEET  
 GENERAL FUND  
 2018 FISCAL BUDGET

PAGE C  
 TIME 12:09:07  
 USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	IMP.ADM./DEV.JUV.OFF.BASE		.00	.00	.00			
01-3060-970	JUV.ACCT.INCENTIVE BL.GRT		.00	.00	.00			
01-3060-971	JUV.PROB.PRE-ADJUDICATION		.00	.00	.00			
01-3060-972	GENETIC TEST FEE		207.40	300.00	96.00	150.00	150.00	150.00
01-3060-974	JUSTICE GRANT		.00	.00	.00			
01-3060-975	PCARE		.00	.00	21128.20	50000.00	50000.00	50000.00
01-3060-978	CJAB GRANT		.00	1500.00	.00			
01-3060-980	PROBATION MISCELLANEOUS		5473.53	500.00	4373.51	500.00	500.00	500.00
TOTALS FOR PROBATION/DOM.RELATIONS			1394297.83	1326300.00	708871.21	1159150.00	1189150.00	1189150.00
01-3080-910	TEMP.ASST.TO NEEDY FAMILY		75625.39	85661.00	85661.00	86000.00	85661.00	85661.00
01-3080-915	CHILD WELFARE TITLE IV-E		454415.44	320000.00	459016.55	310000.00	400000.00	400000.00
01-3080-920	CHILD WELFARE PRGM.INCOME		34916.70	40000.00	28904.00	30000.00	35000.00	35000.00
01-3080-925	CHILD WELFARE ACT 148		1947121.00	1614490.00	1488952.00	1650000.00	1650000.00	1650000.00
01-3080-930	CHILD WELFARE TITLE XX		5810.00	11620.00	11620.00			
01-3080-935	CHILD WELFARE TITLE IV-B		286015.00	173299.00	219514.00	130000.00	200000.00	200000.00
01-3080-940	HUMAN SERVICE DEV.GRANT		3815.38	2583.00	151.83	1000.00	1000.00	1000.00
01-3080-950	SPECIAL GRANTS		140579.00	150000.00	22668.00	75000.00	75000.00	75000.00
01-3080-955	RENOVATION REIMBURSEMENT		.00	.00	.00			156092.00
01-3080-960	INDEPENDENT LIVING GRANT		93497.35	47000.00	.00	55000.00	55000.00	55000.00
01-3080-964	INFORMATION TECH.GRANT		25838.32	104774.00	18551.17	60000.00	60000.00	60000.00
01-3080-967	MEDICAID ADM.		401.35	1800.00	611.67	2000.00	2000.00	2000.00
01-3080-980	C&Y MISCELLANEOUS		6623.73	300.00	.00	500.00	300.00	300.00
TOTALS FOR CHILD WELFARE			3074658.66	2551527.00	2335650.22	2399500.00	2563961.00	2720053.00

COUNTY OF PIKE  
 BUDGET WORKSHEET  
 GENERAL FUND  
 2018 FISCAL BUDGET

ACCOUNT NUMBER ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-3100-905 HUNTING LICENSES		5527.70	6500.00	5310.00	6000.00	6000.00	6000.00
01-3100-910 FISHING LICENSES		166.00	250.00	129.00	250.00	250.00	250.00
01-3100-915 DOG LICENSES		9836.00	6500.00	5164.50	6000.00	6000.00	6000.00
01-3100-925 PISTOL PERMITS		372.00	500.00	.00	500.00	500.00	500.00
01-3100-940 BINGO LICENSES		1645.00	1700.00	1560.00	1700.00	1700.00	1700.00
01-3100-945 SMALL GAMES OF CHANCE		5984.40	3500.00	5190.00	4000.00	4000.00	4000.00
01-3100-980 TREASURER MISCELLANEOUS		31.50	.00	.00			
TOTALS FOR TREASURER		23562.60	18950.00	17353.50	18450.00	18450.00	18450.00
01-3120-907 SHERIFF - CIVIL		99082.81	122000.00	72860.33	100000.00	100000.00	100000.00
01-3120-910 SHERIFF - REAL EXECUTIONS		244835.27	234000.00	158505.71	175000.00	175000.00	175000.00
01-3120-911 SHERIFF - PERS.EXECUTIONS		8456.02	7150.00	5597.52	6000.00	6000.00	6000.00
01-3120-921 SHERIFF - PROC.PERMITS		36988.00	37000.00	26463.50	27000.00	35000.00	35000.00
01-3120-925 SHERIFF - MISCELLANEOUS		135785.50	500.00	100.00	500.00	500.00	500.00
01-3120-930 BAIL FORFEITURE		5000.00	.00	2000.00			
01-3120-950 TRAINING REIMBURSEMENT		81084.67	10000.00	39418.52		10000.00	10000.00
01-3120-952 ARTS CENTER REIMBURSEMENT		739.46	.00	.00			
01-3120-955 OVERTIME REIMBURSEMENT		.00	.00	.00			
TOTALS FOR SHERIFF		611971.73	410650.00	304945.58	308500.00	326500.00	326500.00
01-3180-905 PROTHONOTARY		196148.74	210000.00	149882.04		200000.00	200000.00
01-3180-910 REMOTE ACCESS		12238.50	10000.00	9037.50		12000.00	12000.00
01-3180-915 COMPUTERIZATION REIMB.		.00	.00	.00			
01-3180-980 PROTHONOTARY MISC.		.00	.00	3794.76			

COUNTY OF PIKE  
 BUDGET WORKSHEET  
 GENERAL FUND  
 2018 FISCAL BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
TOTALS FOR PROTHONOTARY			208387.24	220000.00	162714.30		212000.00	212000.00
01-3200-905	RECORDING FEES		286376.25	248000.00	212278.57	25000.00	280000.00	280000.00
01-3200-910	TRANSFER & WRITS		96736.21	70000.00	78181.99	90000.00	90000.00	90000.00
01-3200-915	UNIFORM COMM.CODE		6555.00	4500.00	8360.00	8000.00	8000.00	8000.00
01-3200-950	ACT 8 FUNDS TRANSFER		.00	.00	.00			
01-3200-960	TAX CERTIFICATION		49570.00	42000.00	33720.00	50000.00	50000.00	50000.00
01-3200-980	RECORDER OF DEEDS MISC.		-1717.00	.00	.00			
TOTALS FOR RECORDER OF DEEDS			437520.46	364500.00	332540.56	173000.00	428000.00	428000.00
01-3220-905	CLERK OF THE COURTS		10091.88	5000.00	4902.78		6500.00	6500.00
TOTALS FOR CLERK OF THE COURTS			10091.88	5000.00	4902.78		6500.00	6500.00
01-3240-905	CLERK OF THE ORPHANS CT.		19157.49	15000.00	33685.66		19000.00	19000.00
TOTALS FOR CLERK OF THE OPHANS COURT			19157.49	15000.00	33685.66		19000.00	19000.00
01-3260-905	REGISTER OF WILLS		46793.71	43000.00	40812.00	48000.00	48000.00	48000.00
01-3260-930	INHERITANCE TAX		25271.61	28000.00	16666.35	28000.00	25000.00	25000.00
TOTALS FOR REGISTER OF WILLS			72065.32	71000.00	57478.35	76000.00	73000.00	73000.00
01-3281-905	FINES		5605.12	.00	.00			
01-3281-910	COSTS		24694.06	50000.00	32979.44		42000.00	42000.00
01-3281-915	CONSTABLES		.00	.00	.00			
01-3281-920	POSTAGE		2414.16	3200.00	2436.74		3200.00	3200.00
01-3281-980	MISCELLANEOUS		33.98	.00	2029.35			
TOTALS FOR DJ FISCHER			32747.32	53200.00	37445.53		45200.00	45200.00
01-3282-905	FINES		3262.18	.00	.00			
01-3282-910								

COUNTY OF PIKE  
 BUDGET WORKSHEET  
 GENERAL FUND  
 2018 FISCAL BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	COSTS		44672.78	45000.00	44337.54		47500.00	47500.00
01-3282-915	CONSTABLES		956.42	1000.00	439.77		800.00	800.00
01-3282-920	POSTAGE		6362.55	4000.00	3334.54		4200.00	4200.00
01-3282-980	MISCELLANEOUS		582.47	.00	431.00		400.00	400.00
TOTALS FOR DJ MUIR			55836.40	50000.00	48542.85		52900.00	52900.00
01-3283-905	FINES		1644.39	.00	.00			
01-3283-910	COSTS		25953.98	25000.00	19007.94		25000.00	25000.00
01-3283-915	CONSTABLES		681.76	400.00	149.16		400.00	400.00
01-3283-920	POSTAGE		3192.08	3500.00	1706.81		2500.00	2500.00
01-3283-980	MISCELLANEOUS		2672.72	.00	964.85		1000.00	1000.00
TOTALS FOR DJ COOPER			34144.93	28900.00	21828.76		28900.00	28900.00
01-3284-905	FINES		2057.37	.00	.00			
01-3284-910	COSTS		29202.73	34000.00	22703.98		30000.00	30000.00
01-3284-915	CONSTABLES		498.26	500.00	791.49		500.00	500.00
01-3284-920	POSTAGE		7192.54	8000.00	5137.29		6800.00	6800.00
01-3284-980	MISCELLANEOUS		205.70	.00	428.56		450.00	450.00
TOTALS FOR DJ MENDITTO			39156.60	42500.00	29061.32		37750.00	37750.00
01-3300-905	DEED PREPARATIONS		7654.00	5000.00	2095.50	5000.00	5000.00	5000.00
01-3300-910	COSTS		462530.20	350000.00	369282.75	375000.00	375000.00	375000.00
01-3300-915	UNCLAIMED OVERBIDS		1167.50	3000.00	5385.22	3000.00	3000.00	3000.00
01-3300-920	COMMISSIONS		413154.28	400000.00	376526.48	450000.00	450000.00	450000.00
01-3300-925	SERVICES		5979.50	6000.00	.00	6000.00	6000.00	6000.00
01-3300-930								



REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
GENERAL FUND  
2018 FISCAL BUDGET

PAGE G  
TIME 12:09:07  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	JUDICIAL SALE COSTS/REIMB		2024.97	15000.00	27900.48	15000.00	15000.00	15000.00
01-3300-980	TAX CLAIM MISC.		395.18	2000.00	.00	2000.00	2000.00	2000.00
TOTALS FOR TAX CLAIM			892905.63	781000.00	781190.43	856000.00	856000.00	856000.00
01-3320-902	DA SALARY REIMBURSEMENT		114121.80	110200.00	102000.00		110200.00	110200.00
01-3320-905	DRUG TASK FORCE EQPMT.		.00	.00	.00			
01-3320-910	ASST.CO.DETECTIVE REIMB.		.00	44860.00	.00			
01-3320-915	CO.DETECTIVE OT REIMB.		17505.11	10000.00	9745.47		10000.00	10000.00
01-3320-920	VICTIM/WITNESS PROGRAM		37850.00	26969.00	29204.00		37850.00	37850.00
01-3320-925	PROJECT SAFE NEIGHBORHOOD		.00	.00	.00			
01-3320-930	COSTS OF PROSECUTION		.00	.00	.00			
01-3320-940	TECH ADVANCING CT GRANT		.00	.00	.00			
01-3320-980	DA MISCELLANEOUS		7915.71	1000.00	655.51		800.00	800.00
TOTALS FOR DISTRICT ATTORNEY			177392.62	193029.00	141604.98		158850.00	158850.00
01-3340-905	MAPPING FEES		16643.75	15000.00	13148.50		15000.00	15000.00
01-3340-910	CENTURY HOMESTEAD GRANT		.00	.00	.00			
TOTALS FOR MAPPING			16643.75	15000.00	13148.50		15000.00	15000.00
01-3350-905	ASSESSMENT FEES		.00	.00	.00			
01-3350-980	ASSESSMENT MISCELLANEOUS		.00	.00	.00			
TOTALS FOR ASSESSMENT								
01-3380-905	PUBLIC UTILITIES COMM.		23226.56	24000.00	21288.83		22000.00	22000.00
TOTALS FOR PUBLIC UTILITIES COMMISSN			23226.56	24000.00	21288.83		22000.00	22000.00
01-3400-905	PLANNING FEES		5780.87	6000.00	6882.25	6000.00	6000.00	6000.00
01-3400-917								



PAGE I  
TIME 12:09:07  
USER SHARON

ACCOUNT NUMBER	2016	2017	2017	2018	2018	2018
ACCOUNT DESCRIPTION	ACTUAL	BUDGET	ACTUAL	REQUESTED	ADJUSTED	APPROVED
MONTH						
PRISONER PER DIEM-MARSHL.	289137.98	210000.00	197982.78	210302.00	210000.00	210000.00
01-3420-920						
MEDICAL REIMBURSEMENT	39095.80	10000.00	32162.21	37000.00	37000.00	37000.00
01-3420-925						
BICE misc.	.00	.00	.00			
01-3420-930						
TRANSPORTS	2250.00	2000.00	.00			
01-3420-932						
YORK (ICE) TRANSPORTS	.00	.00	.00			
01-3420-940						
JAIL - MEALS	.00	.00	.00			
01-3420-945						
JAIL MISCELLANEOUS	94087.79	.00	.00			
01-3420-950						
SCAAP PROGRAM JBI	1047.33	2000.00	.00			
01-3420-955						
PROGRAMS	167382.59	202000.00	80477.18	200000.00	200000.00	200000.00
01-3420-960						
DETAINEE WORK PROGRAM	8232.00	6000.00	6915.00	7000.00	7000.00	7000.00
01-3420-965						
MEALS ON WHEELS	210467.82	200000.00	145184.97	197000.00	197000.00	197000.00
01-3420-970						
CO TRAINING REIMBURSEMENT	.00	5000.00	.00	5000.00	5000.00	5000.00
01-3420-972						
TRAINING - OTHER COUNTIES	.00	.00	.00			
01-3420-975						
SNOW REMOVAL INCOME	3000.00	6000.00	3000.00	6000.00	6000.00	6000.00
TOTALS FOR JAIL	6397166.50	5447573.00	4321766.44	4924553.00	5466573.00	5466573.00
01-3435-905						
INS BUILDING PAYMENT	70327.68	72000.00	41293.21	71000.00	72000.00	72000.00
TOTALS FOR INS	70327.68	72000.00	41293.21	71000.00	72000.00	72000.00
01-3440-905						
STATE TAX EQUALIZATION	721.00	500.00	509.20		500.00	500.00
TOTALS FOR STATE TAX EQUALIZATION	721.00	500.00	509.20		500.00	500.00
01-3460-905						
CT.OF COMMON PLEAS PYMT.	232188.00	140000.00	.00		140000.00	140000.00
01-3460-910						
JUROR REIMBURSEMENT	602.42	5000.00	.00			
01-3460-915						
GRAND JURY REIMB.	.00	1000.00	.00			
01-3460-920						

PAGE J  
TIME 12:09:07  
USER SHARON

ACCOUNT NUMBER	2016	2017	2017	2018	2018	2018
ACCOUNT DESCRIPTION	ACTUAL	BUDGET	ACTUAL	REQUESTED	ADJUSTED	APPROVED
MONTH						
LAW LIBRARY COPIER	.00	6500.00	.00			
01-3460-930						
COURT TRANSCRIPTS	.00	.00	2141.75		2500.00	2500.00
01-3460-980						
MISCELLANEOUS	7716.66	.00	3699.24		3500.00	3500.00
TOTALS FOR COURT CO COMMON PLEAS	240507.08	152500.00	5840.99		146000.00	146000.00
01-3480-905						
ELECTION FEES	263.17	1500.00	700.75		1000.00	1000.00
01-3480-910						
MILITARY BALLOTS/FEES	.00	.00	.00			
TOTALS FOR BOARD OF ELECTIONS	263.17	1500.00	700.75		1000.00	1000.00
01-3520-905						
TAX COLLECTORS NOTICES	6294.09	6500.00	4534.69		6200.00	6200.00
01-3520-910						
TAX COLLECTOR BONDS	.00	.00	.00			
TOTALS FOR TAX COLLECTOR NOTICES	6294.09	6500.00	4534.69		6200.00	6200.00
01-3560-905						
CONSERVATION	123209.70	124000.00	66098.76	124000.00	124000.00	124000.00
01-3560-910						
NPDES	.00	.00	.00			
01-3560-915						
DIRT & GRAVEL	.00	.00	.00			
01-3560-920						
FLOOD PLAIN MNGMT.	.00	.00	.00			
01-3560-925						
WATERSHED SPECIALIST	.00	.00	.00			
01-3560-980						
CONSERVATION MISC.	.00	.00	.00			
TOTALS FOR CONSERVATION	123209.70	124000.00	66098.76	124000.00	124000.00	124000.00
01-3580-905						
GYPSY MOTH PRGM REVENUE	52442.20	2000.00	.00	5500.00	5500.00	5500.00
TOTALS FOR GYPSY MOTH PGRM	52442.20	2000.00		5500.00	5500.00	5500.00
01-3600-905						
WORK FORCE INVSTMT.REIMB.	246726.29	239872.00	207632.43	239872.00	239872.00	239872.00
01-3600-910						
RENT REIMB.	32293.69	8100.00	29397.84	8100.00	32200.00	32200.00
01-3600-920						
SUMMER YOUTH PROGRAM	3971.08	68080.00	.00	68080.00	68080.00	68080.00
01-3600-925						

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	WELFARE SUPPT.SRV.		.00	.00	.00			
01-3600-930	JOB FAIR		.00	.00	.00			
01-3600-980	MISCELLANEOUS		.00	.00	.00			
TOTALS FOR WORK FORCE INVESTMENT			282991.06	316052.00	237030.27	316052.00	340152.00	340152.00
01-3620-905	PAYMENT IN LIEU OF TAXES		191852.17	190000.00	226208.25		225000.00	225000.00
TOTALS FOR PL 94-565 GOVERNMT.LAND			191852.17	190000.00	226208.25		225000.00	225000.00
01-3640-905	CORONER EDUCATION		8754.13	14000.00	10150.00		14000.00	14000.00
01-3640-910	CORONER MISCELLANEOUS		6775.45	.00	.00			
TOTALS FOR CORONER			15529.58	14000.00	10150.00		14000.00	14000.00
01-3660-905	ADRC		499.00	7500.00	.00	5761.00	5761.00	5761.00
01-3660-910	PROGRAM INCOME		28601.01	24400.00	18504.70	24050.00	24050.00	24050.00
01-3660-915	CAPITAL EQUIPMENT		1080.00	2500.00	.00	1800.00	1800.00	1800.00
01-3660-920	203 TRANSPORTATION		.00	.00	.00	27000.00		
01-3660-925	MEDICAL ASST.TRANSP.		.00	.00	.00			
01-3660-927	PERSON WITH DISAB.PRGM.		.00	.00	.00			
01-3660-928	NURSING HOME TRANSITION		3700.00	3000.00	500.00	3000.00	3000.00	3000.00
01-3660-929	PROTECTIVE SRV		515.00	650.00	365.00	650.00	650.00	650.00
01-3660-930	PDA WAIVER		197167.08	237610.00	148491.30	192000.00	192000.00	192000.00
01-3660-935	RENT REIMBURSEMENT		.00	.00	.00			
01-3660-940	TITLE V		.00	.00	.00			
01-3660-945	COST SHARE		9391.43	8700.00	8137.11	11000.00	11000.00	11000.00
01-3660-950	BLOCK GRANT		1151620.84	805343.00	942099.59	1049098.00	1049098.00	1049098.00
01-3660-955								

COUNTY OF PIKE  
BUDGET WORKSHEET  
GENERAL FUND  
2018 FISCAL BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	TITLE IX FUNDS		.00	121724.00	.00	116010.00	116010.00	116010.00
01-3660-960	HOUSING GRANT		.00	.00	40000.00	150000.00	150000.00	150000.00
01-3660-980	AAA MISCELLANEOUS		6685.00	245728.00	2802.27	3500.00	3500.00	3500.00
TOTALS FOR AREA AGENCY ON AGING			1399259.36	1457155.00	1160899.97	1583869.00	1556869.00	1556869.00
01-3670-915	CAPITAL EQUIPMENT		311456.00	350000.00	.00		350000.00	350000.00
01-3670-920	203 TRANSPORTATION		395571.78	339000.00	217930.47		298852.00	300000.00
01-3670-925	MEDICAL ASST. TRANSP.		282656.00	298852.00	172461.00		298852.00	290000.00
01-3670-927	PERSON WITH DISAB. PRGM.		44340.15	55000.00	31463.25		55000.00	55000.00
01-3670-930	WAIVERS		.00	.00	.00			
01-3670-940	ADVERTISING		.00	.00	.00			
01-3670-980	TRANSP. MISCELLANEOUS		19047.20	26000.00	21158.66		26000.00	26000.00
TOTALS FOR PUBLIC TRANSPORTATION			1053071.13	1068852.00	443013.38		1028704.00	1021000.00
01-3700-905	PEMA SALARY/BEN. REIMB.		.00	32311.00	26381.73	35578.00	35578.00	35578.00
01-3700-980	PEMA MISCELLANEOUS		.00	.00	.00			
TOTALS FOR PEMA				32311.00	26381.73	35578.00	35578.00	35578.00
01-3720-905	911 REIMBURSEMENT		1485599.43	1100000.00	.00		1100000.00	1100000.00
01-3720-910	CELL TOWER RENT		45201.75	40000.00	35063.10		40000.00	40000.00
01-3720-980	COMMUNICATIONS MISC.		125127.92	.00	.00			
TOTALS FOR COMMUNICATIONS			1655929.10	1140000.00	35063.10		1140000.00	1140000.00
01-3722-905	TRAINING REIMBURSEMENT		7690.00	13000.00	6773.62	8000.00	8000.00	8000.00
01-3722-950	VENDING MACHINE		183.87	125.00	49.51	125.00	125.00	125.00
TOTALS FOR TRAINING CENTER			7873.87	13125.00	6823.13	8125.00	8125.00	8125.00
01-3725-905								

COUNTY OF PIKE  
 BUDGET WORKSHEET  
 GENERAL FUND  
 2018 FISCAL BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	COUNTY PARK RENT		2500.00	2500.00	2500.00		2500.00	
	TOTALS FOR COUNTY PARK		2500.00	2500.00	2500.00		2500.00	
01-3730-905	RECREATION		2000.00	2000.00	900.00		1000.00	1000.00
	TOTALS FOR RECREATION		2000.00	2000.00	900.00		1000.00	1000.00
01-3740-910	HISTORY BOOKS		60.00	25.00	.00			
01-3740-915	TOWNSHIP HISTORY BOOKS		.00	.00	.00			
	TOTALS FOR COMMISSIONERS		60.00	25.00				
01-3760-915	CLAIMS/REBATES		4340.55	500.00	14179.73		500.00	500.00
	TOTALS FOR INSURANCE REBATES		4340.55	500.00	14179.73		500.00	500.00
01-3900-900	CTHSE EXPANSION REIMB.		1454334.37	5000000.00	4355095.05		1500000.00	1500000.00
01-3900-901	MALHAME BLDG.REIMB.		.00	.00	.00			
01-3900-902	TRAINING CENTER REIMB.		.00	.00	.00			
01-3900-903	TRAINING CENTER REV.		.00	.00	.00			
01-3900-904	ADMINISTRATION BLDG.REIMB		.00	.00	.00			
01-3900-905	VENDING MACHINES		32.97	.00	48.12			
01-3900-910	REIMBURSEMENTS		.00	.00	.00			
01-3900-915	COPIES		247.25	300.00	.00			
01-3900-920	GARNISHMENT INCOME		.00	500.00	.00			
01-3900-970	LEAVE TIME ADJ.		.00	590000.00	.00		590000.00	590000.00
01-3900-975	STATE REIMB.DUE 2015		.00	.00	.00			
01-3900-980	MISCELLANEOUS INCOME		3913563.17	1000.00	1693345.91		1000.00	1000.00
	TOTALS FOR MISCELLANEOUS		5368177.76	5591800.00	6048489.08		2091000.00	2091000.00
	TOTALS FOR REVENUES		42063246.95	41662720.00	36667317.28	12737402.00	38201367.00	38347255.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
EXPENDITURES								
01-5000-001	SALARIES/COMMISSIONERS		188791.88	189840.00	164212.57		189840.00	189840.00
01-5000-002	SALARY/CHIEF CLERK		95312.39	92430.00	79987.72		92430.00	92430.00
01-5000-004	SALARIES/CLERICAL STAFF		251752.14	249081.00	210744.29		249081.00	249081.00
01-5000-006	SALARIES/MAILROOM-PURCHSG		15485.05	31074.00	13528.43		31074.00	31074.00
01-5000-007	SALARY/SOLICITOR		9903.89	9592.00	7414.69		9592.00	9592.00
01-5000-041	SALARIES/CO.SHORT-TRM EMP		.00	.00	.00			
01-5000-099	OVERTIME		1261.53	1000.00	809.84		1000.00	1000.00
01-5000-100	TRAVEL/MEALS		116.28	1000.00	-105.37		1000.00	1000.00
01-5000-101	TRAINING		.00	.00	.00			
01-5000-120	DUES & BONDS		13713.00	11650.00	15724.00		15650.00	15650.00
01-5000-122	CONFERENCE/SEMINAR EXP.		3704.98	5500.00	2766.17		5500.00	5500.00
01-5000-140	TELEPHONE		7784.19	8000.00	7515.88		8000.00	8000.00
01-5000-145	POSTAGE		4716.64	7500.00	4056.95		7500.00	7500.00
01-5000-150	SUPPLIES/FORMS		8642.99	9000.00	4620.32		9000.00	9000.00
01-5000-151	XEROX SUPPLIES		1109.02	1500.00	915.08		1500.00	1500.00
01-5000-152	COMPUTER SUPPLIES		1967.82	5500.00	1417.80		5500.00	5500.00
01-5000-221	EQUIPMENT & REPAIRS		.00	1000.00	.00		1000.00	1000.00
01-5000-230	LEGAL BOOKS		11322.00	15000.00	.00		15000.00	15000.00
01-5000-245	COPIER LEASE		25126.19	22000.00	10514.03		22000.00	22000.00
01-5000-246	MAINTENANCE AGREEMENTS		4477.59	4400.00	3991.46		4400.00	4400.00
01-5000-259	COMPUTER MAINTENANCE		13715.04	15000.00	12968.66		15000.00	15000.00
01-5000-290								



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	ADVERTISING		1110.91	1400.00	1614.15		1600.00	1600.00
01-5000-291	SUBSCRIPTIONS		.00	.00	.00			
01-5000-300	CAPITAL IMPROVEMENTS		.00	.00	4013.51			
01-5000-305	PROFESSIONAL SERVICES		24030.56	30000.00	13133.27		30000.00	30000.00
01-5000-307	TRAINING CENTER EXP.		20000.00	.00	.00			
01-5000-309	OTHER PROJECTS - BOND		30931.00	.00	.00			
01-5000-317	COUNTY HISTORY BOOK		.00	.00	.00			
01-5000-321	SINGLE AUDIT ACT		61100.00	62000.00	65900.00		66000.00	66000.00
01-5000-327	CONSULTANTS		66120.28	75300.00	63430.44		70000.00	70000.00
01-5000-328	COMPUTER EQUIPMENT		2430.00	5000.00	.00		5000.00	5000.00
01-5000-900	MISCELLANEOUS		2965.75	1500.00	353.03		1500.00	1500.00
01-5000-993	LIFE INSURANCE BENEFIT		668.56	748.00	550.64		748.00	748.00
01-5000-994	MEDICAL BENEFITS		155541.90	172230.00	153177.06		172230.00	184975.00
01-5000-995	WORKERS COMP.BENEFIT EXP.		7879.41	4902.00	4050.28		4902.00	4902.00
01-5000-996	PENSION BENEFIT PAYABLE		13815.05	22130.00	19933.11		22130.00	22893.00
01-5000-998	UNEMPLOYMENT BENEFIT EXP.		2318.89	2071.00	2195.25		2071.00	2071.00
01-5000-999	FICA EXPENSE		43031.23	43835.00	37064.43		43835.00	43835.00
TOTALS FOR	COMMISSIONERS OFFICE		1090846.16	1101183.00	906497.69		1104083.00	1117591.00
TOTALS FOR	EXPENDITURES		1090846.16	1101183.00	906497.69		1104083.00	1117591.00
EXCESS OF REVENUE OVER EXPENDITURES	FOR COMMISSIONERS OFFICE		-1090846.16	-1101183.00	-906497.69		-1104083.00	-1117591.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
COMPLEX  
2018 FISCAL BUDGET

PAGE 3  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-5010-003	SALARY/MAINT.SUPERVISOR		18506.41	.00	40788.22		47113.00	47113.00
01-5010-008	CUSTODIAL SALARIES		98773.53	136448.00	77291.77		89315.00	89315.00
01-5010-099	OVERTIME		1991.78	2500.00	1169.28		2500.00	2500.00
01-5010-150	SUPPLIES		18739.55	33000.00	28577.19		33000.00	33000.00
01-5010-255	PENTELEDATA		4774.80	8000.00	4017.33		8000.00	8000.00
01-5010-259	COMPUTER MAINTENANCE		235476.01	225000.00	267654.41		250000.00	250000.00
01-5010-328	COMPUTER EQUIPMENT		6895.70	5000.00	349.57		5000.00	5000.00
01-5010-350	ELECTRIC/GAS/OIL/WATER		5119.31	10000.00	4962.74		7000.00	7000.00
01-5010-360	COURT HOUSE GROUNDS		8820.85	15000.00	2780.99		15000.00	15000.00
01-5010-365	COUNTY PARK EXPENSES		64.73	1000.00	.00		1000.00	1000.00
01-5010-367	RIVER PARK EXP.(SANTOS)		.00	.00	.00			
01-5010-370	CAR MAINTENANCE/GAS		19033.69	27000.00	17372.77		24000.00	24000.00
01-5010-380	GARBAGE REMOVAL		3725.00	3500.00	3575.00		3800.00	3800.00
01-5010-385	UNIFORM RENTAL		15575.15	13000.00	11019.33		13000.00	13000.00
01-5010-416	STORAGE RENT		.00	.00	.00			
01-5010-900	MISCELLANEOUS		6414.94	3500.00	16699.65		10000.00	10000.00
01-5010-993	LIFE INSURANCE BENEFIT		207.00	345.00	184.80		345.00	345.00
01-5010-994	MEDICAL BENEFITS		50530.98	60162.00	54110.76		60162.00	64613.00
01-5010-995	WORKERS COMP.BENEFIT EXP.		10052.45	7148.00	6135.39		7148.00	7148.00
01-5010-996	PENSION BENEFIT PAYABLE		2909.23	6843.00	4944.12		6843.00	7079.00
01-5010-998	UNEMPLOYMENT BENEFIT EXP.		1356.74	1262.00	949.39		1262.00	1262.00
01-5010-999	FICA BENEFIT EXPENSE		9124.44	10629.00	9122.73		10629.00	10629.00
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REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
COMPLEX  
2018 FISCAL BUDGET

PAGE 4  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
TOTALS FOR	COMPLEX		518092.29	569337.00	551705.44		595117.00	599804.00
TOTALS FOR EXPENDITURES			518092.29	569337.00	551705.44		595117.00	599804.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	COMPLEX		-518092.29	-569337.00	-551705.44		-595117.00	-599804.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
ADMINISTRATION BUILDING  
2018 FISCAL BUDGET

PAGE 5  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-5020-246	MAINTENANCE AGREEMENTS		165.00	.00	165.00	_____	165.00	165.00
01-5020-249	HVAC		.00	.00	.00	_____	_____	_____
01-5020-251	ELEVATOR CONTRACT		5004.08	5100.00	5174.72	_____	5200.00	5200.00
01-5020-300	CAPITAL IMPROVEMENTS		399.00	.00	.00	_____	_____	_____
01-5020-350	ELECTRIC/GAS/OIL/WATER		80397.72	100000.00	71629.29	_____	90000.00	90000.00
01-5020-361	CESSPOOL CLEANING		.00	2500.00	.00	_____	2500.00	2500.00
01-5020-395	REPAIRS/BUILDING		27186.32	15000.00	92783.80	_____	25000.00	25000.00
01-5020-396	REPAIR A.C./HEATING SYST.		20976.74	19000.00	18725.00	_____	21000.00	21000.00
01-5020-900	MISCELLANEOUS		.00	500.00	.00	_____	500.00	500.00
TOTALS FOR ADMINISTRATION BUILDING			----- 134128.86	----- 142100.00	----- 188477.81	----- -----	----- 144365.00	----- 144365.00
TOTALS FOR EXPENDITURES			----- 134128.86	----- 142100.00	----- 188477.81	----- -----	----- 144365.00	----- 144365.00
EXCESS OF REVENUE OVER EXPENDITURES FOR ADMINISTRATION BUILDING			----- -134128.86 =====	----- -142100.00 =====	----- -188477.81 =====	----- ----- =====	----- -144365.00 =====	----- -144365.00 =====

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-5025-003	SALARY/FACILITY DIRECTOR		38278.58	39253.00	33968.92	39253.00	39253.00	39253.00
01-5025-019	SALARIES/PART-TIME		15387.08	15000.00	16479.59	15000.00	15000.00	15000.00
01-5025-101	TRAINING EXPENSES		9641.73	11000.00	22819.35	11000.00	11000.00	11000.00
01-5025-120	DUES		20.00	300.00	.00	300.00	300.00	300.00
01-5025-140	PHONE EXPENSES		3645.96	4000.00	3049.61	4000.00	4000.00	4000.00
01-5025-150	SUPPLIES		3565.32	2000.00	2420.28	2000.00	2000.00	2000.00
01-5025-221	EQUIPMENT		286.00	1000.00	800.68	1000.00	1000.00	1000.00
01-5025-245	XEROX LEASE		2914.10	2250.00	3805.01	2250.00	4150.00	4150.00
01-5025-246	MAINTENANCE AGREEMENTS		.00	3000.00	1600.00	3000.00	3000.00	3000.00
01-5025-251	ELEVATOR CONTRACT		5004.08	5100.00	5174.72	5100.00	5200.00	5200.00
01-5025-255	PENTELEDATA		17902.48	24500.00	4092.00	24500.00		
01-5025-259	COMPUTER MAINTENANCE		.00	500.00	.00	500.00	500.00	500.00
01-5025-290	ADVERTISING		.00	250.00	250.00	250.00	250.00	250.00
01-5025-300	CAPITAL IMPROVEMENTS		4315.43	.00	.00			
01-5025-350	UTILITIES		34932.43	45000.00	26717.38	45000.00	45000.00	45000.00
01-5025-370	CAR EXPENSES		907.00	500.00	257.42	500.00	500.00	500.00
01-5025-380	GARBAGE REMOVAL		1861.80	1740.00	1706.65	1740.00	1740.00	1740.00
01-5025-395	BUILDING MAINTENANCE		2723.85	3000.00	8460.94	3000.00	3000.00	3000.00
01-5025-396	HVAC MAINT.		23816.00	18000.00	18598.00	18000.00	19200.00	19200.00
01-5025-587	CLEANING SERVICES		6404.34	4000.00	3088.37	4000.00	4000.00	4000.00
01-5025-900	MISCELLANEOUS		2165.00	500.00	232.00	500.00	500.00	500.00
01-5025-993	LIFE INSURANCE BENEFIT		56.40	58.00	46.20	58.00	58.00	58.00
01-5025-994								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
PIKE CO. TRAINING CENTER  
2018 FISCAL BUDGET

PAGE 7  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	MEDICAL BENEFITS		.00	.00	2601.02		15600.00	16754.00
01-5025-995	WORKERS COMP.BENEFIT EXP.		426.73	566.00	236.38	566.00	566.00	566.00
01-5025-996	PENSION BENEFIT PAYABLE		939.91	1872.00	1407.95	1872.00	1872.00	1936.00
01-5025-998	UNEMPLOYMENT BENEFIT EXP.		658.77	574.00	664.84	574.00	574.00	574.00
01-5025-999	FICA EXPENSE		4105.44	4150.00	3859.28	4150.00	4150.00	4150.00
TOTALS FOR PIKE CO. TRAINING CENTER			179958.43	188113.00	162336.59	188113.00	182413.00	183631.00
TOTALS FOR EXPENDITURES			179958.43	188113.00	162336.59	188113.00	182413.00	183631.00
EXCESS OF REVENUE OVER EXPENDITURES FOR PIKE CO. TRAINING CENTER			-179958.43	-188113.00	-162336.59	-188113.00	-182413.00	-183631.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-5030-004	SALARIES/CLERICAL STAFF		99630.98	84279.00	86570.03		84279.00	84279.00
01-5030-099	OVERTIME		884.12	500.00	209.74		500.00	500.00
01-5030-100	TRAVEL/MEALS		261.92	300.00	232.76		300.00	300.00
01-5030-122	SEMINARS/CONV./REG. FEES		.00	.00	.00			
01-5030-140	TELEPHONE		715.48	700.00	658.36		700.00	700.00
01-5030-145	POSTAGE		9923.92	6500.00	6770.81		8600.00	8600.00
01-5030-150	SUPPLIES/FORMS		14902.85	11000.00	6921.90		11000.00	11000.00
01-5030-151	XEROX SUPPLIES		218.20	300.00	140.00		300.00	300.00
01-5030-152	COMP.SUPPLIES/ST.LIST		.00	300.00	.00		300.00	300.00
01-5030-221	MAINTENANCE/REPAIRS		.00	200.00	.00		200.00	200.00
01-5030-245	COPIER LEASE		1241.87	1000.00	1441.00		1575.00	1575.00
01-5030-259	COMPUTER MAINTENANCE		5600.00	2800.00	.00		2800.00	2800.00
01-5030-290	ADVERTISING		4632.56	4000.00	5342.98		4500.00	4500.00
01-5030-300	CAPITAL IMPROVEMENTS		7513.42	.00	.00			
01-5030-305	PROFESSIONAL SERVICES		9400.00	9400.00	11500.00		11500.00	11500.00
01-5030-415	POLLING PLACES STORAGE		4250.00	4250.00	4250.00		4250.00	4250.00
01-5030-425	PAY OF ELECTION OFFICERS		49801.66	49000.00	44106.24		49000.00	49000.00
01-5030-426	BALLOTS/CANVAS/INST. NT.		30600.00	35000.00	.00		35000.00	35000.00
01-5030-528	PETTY CASH		.00	.00	.00			
01-5030-900	MISCELLANEOUS		.00	200.00	.00		200.00	200.00
01-5030-993	LIFE INSURANCE BENEFIT		109.66	129.00	80.32		129.00	129.00
01-5030-994	MEDICAL BENEFITS		36083.87	36169.00	35329.26		36169.00	38845.00
01-5030-995								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
BOARD OF ELECTIONS  
2018 FISCAL BUDGET

PAGE 9  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	WORKERS COMP.BENEFIT EXP.		509.43	349.00	224.69		349.00	349.00
01-5030-996	PENSION BENEFIT PAYABLE		2467.54	3847.00	3596.24		3847.00	3979.00
01-5030-998	UNEMPLOYMENT BENEFIT EXP.		635.43	473.00	586.07		473.00	473.00
01-5030-999	FICA BENEFIT EXPENSE		7689.41	6485.00	6638.44		6485.00	6485.00
TOTALS FOR	BOARD OF ELECTIONS		287072.32	257181.00	214598.84		262456.00	265264.00
TOTALS FOR	EXPENDITURES		287072.32	257181.00	214598.84		262456.00	265264.00
EXCESS OF REVENUE OVER EXPENDITURES	FOR BOARD OF ELECTIONS		-287072.32	-257181.00	-214598.84		-262456.00	-265264.00



REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
ASSESSMENT  
2018 FISCAL BUDGET

PAGE 10  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-5040-013	ASSESSMENT BOARD		1351.50	3000.00	2130.00		3000.00	3000.00
01-5040-140	PHONE		1252.02	.00	1150.63			
01-5040-145	POSTAGE/ADDRESS CORR.		1953.02	2500.00	1283.86		2500.00	2500.00
01-5040-150	SUPPLIES/FORMS		.00	250.00	.00		250.00	250.00
01-5040-245	XEROX LEASE		2922.25	2245.00	3885.20		4220.00	4220.00
01-5040-259	COMPUTER MAINTENANCE		.00	.00	.00			
01-5040-290	ADVERTISING		143.41	115.00	256.91		200.00	200.00
01-5040-300	CAPITAL IMPROVEMENTS		335.00	.00	.00			
01-5040-305	PROFESSIONAL SERVICES		.00	.00	3200.00			
01-5040-310	MANAGEMENT SERVICES		787343.45	770000.00	607456.89		785000.00	785000.00
01-5040-900	MISCELLANEOUS		.00	.00	.00			
01-5040-995	WORKERS COMP.BENEFIT EXP.		5.84	50.00	5.49		50.00	50.00
01-5040-998	UNEMPLOYMENT BENEFIT EXP.		35.53	100.00	55.62		100.00	100.00
01-5040-999	FICA EXPENSE		103.41	230.00	162.96		230.00	230.00
TOTALS FOR	ASSESSMENT		795445.43	778490.00	619587.56		795550.00	795550.00
TOTALS FOR EXPENDITURES			795445.43	778490.00	619587.56		795550.00	795550.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	ASSESSMENT		-795445.43	-778490.00	-619587.56		-795550.00	-795550.00

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PAGE      11
TIME 12:13:14
USER  SHARON
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-5050-003	SALARY/DEPARTMENT HEAD		.00	.00	.00			
01-5050-004	SALARIES/CLERICAL STAFF		61692.94	75247.00	54591.88		75247.00	75247.00
01-5050-016	SALARY/GIS TECHNICIAN		49531.55	51246.00	44347.50		51246.00	51246.00
01-5050-100	TRAVEL/MEALS		.00	1200.00	.00		1200.00	1200.00
01-5050-122	SEMINARS/CONV./REG. FEES		.00	.00	.00			
01-5050-140	TELEPHONE		1252.09	1500.00	1152.13		1500.00	1500.00
01-5050-145	POSTAGE		1814.97	2100.00	1456.94		2100.00	2100.00
01-5050-150	SUPPLIES/FORMS		4467.06	3000.00	2172.73		3000.00	3000.00
01-5050-151	XEROX SUPPLIES		444.70	500.00	310.28		500.00	500.00
01-5050-152	TAX DUPLICATES		.00	500.00	.00		500.00	500.00
01-5050-154	BUSINESS RECORDS CORP.		.00	.00	.00			
01-5050-221	EQUIPMENT REPAIRS		.00	500.00	.00		500.00	500.00
01-5050-245	COPIER LEASE		2782.90	2400.00	2774.09		2400.00	2400.00
01-5050-252	WEIDNER CONTRACT		26400.21	25000.00	25036.95		27000.00	27000.00
01-5050-257	GI SYSTEM		.00	200.00	.00		200.00	200.00
01-5050-259	COMPUTER MAINTENANCE		799.62	1000.00	799.62		1000.00	1000.00
01-5050-290	ADVERTISING		.00	.00	.00			
01-5050-300	CAPITAL IMPROVEMENTS		670.00	.00	.00			
01-5050-305	PROFESSIONAL SERVICES		35332.77	25000.00	30432.50		35000.00	35000.00
01-5050-993	LIFE INSURANCE BENEFIT		169.20	230.00	138.60		230.00	230.00
01-5050-994	MEDICAL BENEFITS		47854.56	49419.00	46717.99		49419.00	53076.00
01-5050-995	WORKERS COMP.BENEFIT EXP.		476.23	517.00	256.15		517.00	517.00
01-5050-996								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
GIS/TAX ADMINISTRATION  
2018 FISCAL BUDGET

PAGE 12  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	PENSION BENEFIT PAYABLE		2239.10	6330.00	3369.72		6330.00	6548.00
01-5050-998	UNEMPLOYMENT BENEFIT EXP.		1015.38	841.00	956.03		841.00	841.00
01-5050-999	FICA BENEFIT EXPENSE		8508.38	9676.00	7568.97		9676.00	9676.00
TOTALS FOR GIS/TAX ADMINISTRATION			245451.66	256406.00	222082.08		268406.00	272281.00
TOTALS FOR EXPENDITURES			245451.66	256406.00	222082.08		268406.00	272281.00
EXCESS OF REVENUE OVER EXPENDITURES FOR GIS/TAX ADMINISTRATION			-245451.66	-256406.00	-222082.08		-268406.00	-272281.00



REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
TREASURER  
2018 FISCAL BUDGET

PAGE 14  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	PENSION BENEFIT PAYABLE		3582.95	6002.00	5292.16	6002.00	6002.00	6209.00
01-5070-998	UNEMPLOYMENT BENEFIT EXP.		509.60	462.00	466.66	462.00	462.00	462.00
01-5070-999	FICA BENEFIT EXPENSE		11161.67	11296.00	9766.98	11296.00	11296.00	11296.00
TOTALS FOR	TREASURER		213117.79	220105.00	191091.06	220005.00	219380.00	223073.00
TOTALS FOR	EXPENDITURES		213117.79	220105.00	191091.06	220005.00	219380.00	223073.00
EXCESS OF	REVENUE OVER EXPENDITURES		-213117.79	-220105.00	-191091.06	-220005.00	-219380.00	-223073.00
FOR	TREASURER		-213117.79	-220105.00	-191091.06	-220005.00	-219380.00	-223073.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
TAX COLLECTORS  
2018 FISCAL BUDGET

PAGE 15  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-5080-014	TAX COLL. COMMISSIONS		149060.20	151000.00	147933.70		151000.00	151000.00
01-5080-120	DUES & BONDS		.00	.00	.00			
01-5080-145	POSTAGE		34256.60	35000.00	33885.91		35000.00	35000.00
01-5080-152	SUPPLIES		19190.63	18000.00	18784.65		19000.00	19000.00
01-5080-321	AUDIT SERVICES		.00	.00	.00			
01-5080-450	TAX REFUNDS		8142.34	5000.00	3886.14		5000.00	5000.00
01-5080-900	MISCELLANEOUS		9888.13	200.00	178.40		200.00	200.00
01-5080-999	FICA BENEFIT EXPENSE		11402.99	11551.00	11316.90		11551.00	11551.00
TOTALS FOR	TAX COLLECTORS		231940.89	220751.00	215985.70		221751.00	221751.00
TOTALS FOR EXPENDITURES			231940.89	220751.00	215985.70		221751.00	221751.00
EXCESS OF REVENUE OVER EXPENDITURES								
FOR	TAX COLLECTORS		-231940.89	-220751.00	-215985.70		-221751.00	-221751.00

PAGE 16  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-5085-003	SALARY/PUBLIC DEFENDER		60176.68	56650.00	49024.12		56650.00	56650.00
01-5085-004	SALARY/SECRETARIES		50454.37	49647.00	43806.48		49647.00	49647.00
01-5085-016	SALARIES/ASST.PUB.DEF.		95984.74	124627.00	87171.30		124627.00	124627.00
01-5085-100	TRAVEL/MEALS		.00	.00	.00			
01-5085-120	DUES & BONDS		1000.00	1000.00	860.00		1000.00	1000.00
01-5085-122	SEMINARS/CONV./REG.FEES		990.00	500.00	1265.00		1000.00	1000.00
01-5085-140	TELEPHONE		536.61	600.00	493.77		600.00	600.00
01-5085-145	POSTAGE		1508.02	1200.00	1421.06		1500.00	1500.00
01-5085-150	SUPPLIES/FORMS		2772.26	2000.00	1827.42		2000.00	2000.00
01-5085-151	XEROX SUPPLIES		395.20	300.00	252.00		300.00	300.00
01-5085-160	COMPUTER SUPPLIES		.00	.00	.00			
01-5085-230	LEGAL BOOKS		1249.82	1250.00	1351.08		1250.00	1250.00
01-5085-240	TRANSCRIPTS		17359.70	13000.00	10816.60		13000.00	13000.00
01-5085-245	COPIER LEASE		2383.26	1960.00	1984.40		2165.00	2165.00
01-5085-300	CAPITAL IMPROVEMENTS		.00	.00	-449.04			
01-5085-305	PROFESSIONAL SERVICES		28941.50	15000.00	29392.90	25000.00	25000.00	25000.00
01-5085-327	CONTRACT PAY		24108.09	24852.00	20901.26		24852.00	24852.00
01-5085-350	ELECTRIC/GAS/OIL/WATER		2927.07	3300.00	3118.07		3300.00	3300.00
01-5085-395	BUILDING MAINTENANCE		527.58	100.00	13323.66		100.00	100.00
01-5085-545	INVESTIGATION FEES		1567.61	3500.00	.00			
01-5085-900	MISCELLANEOUS		.00	.00	70.00			
01-5085-993	LIFE INSURANCE		385.80	460.00	296.10		460.00	460.00
01-5085-994								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
PUBLIC DEFENDER  
2018 FISCAL BUDGET

PAGE 17  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	MEDICAL BENEFITS		82314.52	104305.00	78696.22		104305.00	112023.00
01-5085-995	WORKERS COMP. BENEFIT EXP		878.87	13556.00	464.73		13556.00	13556.00
01-5085-996	PENSION BENEFIT PAYABLE		5034.87	10066.00	7441.94		10066.00	10413.00
01-5085-998	UNEMPLOYMENT BENEFIT EXP.		1781.13	1610.00	1677.45		1610.00	1610.00
01-5085-999	FICA EXPENSE		15806.01	17665.00	13770.11		17665.00	17665.00
TOTALS FOR	PUBLIC DEFENDER		399083.71	447148.00	368976.63	25000.00	454653.00	462718.00
TOTALS FOR EXPENDITURES			399083.71	447148.00	368976.63	25000.00	454653.00	462718.00
EXCESS OF REVENUE OVER EXPENDITURES								
FOR	PUBLIC DEFENDER		-399083.71	-447148.00	-368976.63	-25000.00	-454653.00	-462718.00



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-5090-003	SALARY/TAX CLAIM DIRECTOR		54282.36	55664.00	43722.84	55664.00	55664.00	55664.00
01-5090-004	SALARIES/CLERICAL STAFF		120674.13	127810.00	111093.22	127810.00	127810.00	127810.00
01-5090-042	SALARY/TITLE SEARCHER		38067.64	37922.00	32816.92	37922.00	37922.00	37922.00
01-5090-100	TRAVEL/MEALS		46.36	80.00	49.59	80.00	80.00	80.00
01-5090-120	DUES & BONDS		100.00	100.00	199.00	100.00	100.00	100.00
01-5090-122	SEMINARS/CONV./REG. FEES		440.00	600.00	440.00	600.00	600.00	600.00
01-5090-140	TELEPHONE		986.46	1000.00	1046.85	1000.00	1000.00	1000.00
01-5090-145	POSTAGE		98416.07	95000.00	43439.50	95000.00	95000.00	95000.00
01-5090-150	SUPPLIES/FORMS		1096.04	1400.00	1080.91	14000.00	1400.00	1400.00
01-5090-151	XEROX SUPPLIES		1300.10	650.00	695.70	650.00	650.00	650.00
01-5090-152	COMPUTER SUPPLIES		2916.72	1000.00	983.93	1000.00	1000.00	1000.00
01-5090-221	EQUIPMENT & REPAIRS		797.50	500.00	80.12	500.00	500.00	500.00
01-5090-245	COPIER LEASE		1447.20	1000.00	1919.13	1000.00	1000.00	1000.00
01-5090-252	GOVT.MNGMT.SRV.CONTRACT		15120.00	20000.00	16800.00	20000.00	20000.00	20000.00
01-5090-259	COMPUTER MAINTENANCE		2234.54	2500.00	2234.54	2500.00	2500.00	2500.00
01-5090-261	BUSINESS FORMS		14357.16	16000.00	51921.65	16000.00	16000.00	16000.00
01-5090-290	ADVERTISING		32960.89	33000.00	32001.70	33000.00	33000.00	33000.00
01-5090-300	CAPITAL IMPROVEMENTS		2402.42	.00	.00			
01-5090-305	PROFESSIONAL SERVICES		4947.00	2500.00	1161.70	2500.00	2500.00	2500.00
01-5090-308	POSTING SERVICES		66150.00	64000.00	55575.00	60000.00	60000.00	60000.00
01-5090-900	MISCELLANEOUS		97.50	100.00	20.00	100.00	100.00	100.00
01-5090-993	LIFE INSURANCE BENEFIT		324.00	345.00	277.20	345.00	345.00	345.00
01-5090-994								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
TAX CLAIM  
2018 FISCAL BUDGET

PAGE 19  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	MEDICAL BENEFITS		67331.38	85593.00	69211.01	85593.00	85593.00	91926.00
01-5090-995	WORKERS COMP.BENEFIT EXP.		911.76	1137.00	486.12	1137.00	1137.00	1137.00
01-5090-996	PENSION BENEFIT PAYABLE		4661.19	7952.00	6910.15	7952.00	7952.00	8226.00
01-5090-998	UNEMPLOYMENT BENEFIT EXP.		1824.15	1610.00	1672.79	1610.00	1610.00	1610.00
01-5090-999	FICA BENEFIT EXPENSE		16296.13	16936.00	14353.95	16936.00	16936.00	16936.00
TOTALS FOR	TAX CLAIM		550188.70	574399.00	490193.52	582999.00	570399.00	577006.00
TOTALS FOR EXPENDITURES			550188.70	574399.00	490193.52	582999.00	570399.00	577006.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	TAX CLAIM		-550188.70	-574399.00	-490193.52	-582999.00	-570399.00	-577006.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-5100-001	SALARIES/AUDITORS		145560.17	76428.00	143577.10	76428.00	76428.00	76428.00
01-5100-100	TRAVEL/MEALS		4362.28	4000.00	4878.52	4500.00	4500.00	4500.00
01-5100-120	DUES & BONDS		500.00	500.00	500.00	500.00	500.00	500.00
01-5100-122	SEMINARS/CONV./REG. FEES		3160.56	2500.00	1686.53	2500.00	2500.00	2500.00
01-5100-140	TELEPHONE		536.61	500.00	493.77	400.00	500.00	500.00
01-5100-145	POSTAGE		14.29	20.00	5.95	20.00	20.00	20.00
01-5100-150	SUPPLIES/FORMS		377.40	400.00	59.54	400.00	400.00	400.00
01-5100-151	XEROX SUPPLIES		.00	.00	.00			
01-5100-245	COPIER LEASE		2445.92	2250.00	1595.00	2000.00	1740.00	1740.00
01-5100-290	ADVERTISING		.00	700.00	.00	700.00	700.00	700.00
01-5100-300	CAPITAL IMPROVEMENTS		2398.00	.00	.00			
01-5100-305	PROFESSIONAL SERVICES		400.00	500.00	650.00	650.00	650.00	650.00
01-5100-993	LIFE INSURANCE BENEFIT		156.60	144.00	138.60	144.00	144.00	144.00
01-5100-994	MEDICAL BENEFITS		18574.16	29718.00	19781.52	29718.00	29718.00	31917.00
01-5100-995	WORKERS COMP.BENEFIT EXP.		4307.19	2739.00	2602.96	2739.00	2739.00	2739.00
01-5100-996	PENSION BENEFIT PAYABLE		3544.06	3267.00	5857.35	3267.00	3267.00	3379.00
01-5100-999	FICA BENEFIT EXPENSE		11135.39	5846.00	10983.73	5846.00	5846.00	5846.00
TOTALS FOR	AUDITORS		197472.63	129512.00	192810.57	129812.00	129652.00	131963.00
TOTALS FOR EXPENDITURES			197472.63	129512.00	192810.57	129812.00	129652.00	131963.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	AUDITORS		-197472.63	-129512.00	-192810.57	-129812.00	-129652.00	-131963.00



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	GROUND MAINTENANCE		.00	50.00	.00	50.00	50.00	50.00
01-5110-370	CAR EXPENSES		4044.45	5500.00	4299.24	5000.00	5000.00	5000.00
01-5110-416	RENT		29363.49	27600.00	22587.30	27600.00	27600.00	27600.00
01-5110-468	COMPREHENSIVE PLAN		.00	34000.00	.00	34000.00	34000.00	34000.00
01-5110-470	DEP EE TRAIL GRANT		.00	.00	.00			
01-5110-472	DCNR GREENWAY PLAN		.00	.00	.00			
01-5110-477	AG PROGRAM		15000.00	15000.00	.00	15000.00	15000.00	15000.00
01-5110-500	PFWCLI		6000.00	.00	3000.00	15715.00	15715.00	15715.00
01-5110-502	COMMON WATERS PROJECT		.00	500.00	.00			
01-5110-900	MISCELLANEOUS		6739.52	100.00	100.00	100.00	100.00	100.00
01-5110-993	LIFE INSURANCE BENEFIT		196.80	230.00	184.80	230.00	230.00	230.00
01-5110-994	MEDICAL BENEFITS		41003.93	46246.00	42393.45	46246.00	46246.00	49668.00
01-5110-995	WORKERS COMP.BENEFIT EXP.		5563.47	12399.00	2988.48	12399.00	12399.00	12399.00
01-5110-996	PENSION BENEFIT PAYABLE		3592.03	6626.00	5614.55	6626.00	6626.00	6854.00
01-5110-998	UNEMPLOYMENT BENEFIT EXP.		1031.44	861.00	937.97	861.00	861.00	861.00
01-5110-999	FICA BENEFIT EXPENSE		11180.40	12195.00	10348.58	12195.00	12195.00	12195.00
TOTALS FOR	PLANNING		289574.58	344129.00	244981.39	361244.00	358644.00	362294.00
TOTALS FOR EXPENDITURES			289574.58	344129.00	244981.39	361244.00	358644.00	362294.00
EXCESS OF REVENUE OVER EXPENDITURES	FOR PLANNING		-289574.58	-344129.00	-244981.39	-361244.00	-358644.00	-362294.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
SRCPP  
2018 FISCAL BUDGET

PAGE 23  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-5115-305	PROFESSIONAL SERVICES		1671.38	5000.00	720.00	5000.00	5000.00	5000.00
01-5115-310	PROGRAM COORD.& DEVELOPMT		.00	10000.00	.00	10000.00	10000.00	10000.00
01-5115-312	ACQUISITNS/EASMT.INITIAVE		.00	332560.00	.00	328025.00	328025.00	328025.00
01-5115-313	DONATED CONSERV.EASEMENTS		.00	230000.00	.00	230000.00	230000.00	230000.00
01-5115-314	PLANNING INITIATIVES		5735.00	50000.00	5930.00	50000.00	50000.00	50000.00
01-5115-315	AG PRESERVATION		.00	15000.00	.00	15000.00	15000.00	15000.00
TOTALS FOR SRCPP			7406.38	642560.00	6650.00	638025.00	638025.00	638025.00
TOTALS FOR EXPENDITURES			7406.38	642560.00	6650.00	638025.00	638025.00	638025.00
EXCESS OF REVENUE OVER EXPENDITURES FOR SRCPP			-7406.38	-642560.00	-6650.00	-638025.00	-638025.00	-638025.00

COUNTY OF PIKE  
 BUDGET WORKSHEET  
 HUMAN DEVELOPMENT  
 2018 FISCAL BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-5120-003	SALARY/EXECUTIVE DIRECTOR		20792.49	13750.00	11898.90	13750.00	13750.00	13750.00
01-5120-100	TRAVEL/MEALS		.00	.00	41.40			
01-5120-120	DUES & BONDS		.00	.00	.00			
01-5120-122	SEMINARS/CONV./REG.FEES		.00	.00	391.98	500.00	500.00	500.00
01-5120-140	TELEPHONE		357.74	350.00	329.18	400.00	400.00	400.00
01-5120-145	POSTAGE		185.97	300.00	79.23	300.00	200.00	200.00
01-5120-150	SUPPLIES/FORMS		230.61	500.00	39.25	400.00	400.00	400.00
01-5120-151	XEROX SUPPLIES		35.40	190.00	.00	190.00	190.00	190.00
01-5120-245	COPIER LEASE		186.91	.00	.00			
01-5120-290	ADVERTISING		460.02	100.00	80.17	100.00	100.00	100.00
01-5120-300	CAPITAL IMPROVEMENTS		.00	.00	538.16			
01-5120-305	PROFESSIONAL SERVICES		.00	.00	.00			
01-5120-900	MISCELLANEOUS		.00	.00	.00			
01-5120-993	LIFE INSURANCE BENEFIT		12.00	14.00	9.45	14.00	14.00	14.00
01-5120-994	MEDICAL BENEFITS		4166.30	5323.00	.00	5323.00	5323.00	5716.00
01-5120-995	WORKERS COMP.BENEFIT EXP.		52.18	62.00	30.82	62.00	62.00	62.00
01-5120-996	PENSION BENEFIT PAYABLE		299.73	525.00	493.11	525.00	525.00	543.00
01-5120-998	UNEMPLOYMENT BENEFIT EXP.		98.99	48.00	56.71	48.00	48.00	48.00
01-5120-999	FICA BENEFIT EXPENSE		1590.53	1051.00	910.35	1051.00	1051.00	1051.00
TOTALS FOR HUMAN DEVELOPMENT			28468.87	22213.00	14898.71	22663.00	22563.00	22974.00
TOTALS FOR EXPENDITURES			28468.87	22213.00	14898.71	22663.00	22563.00	22974.00
EXCESS OF REVENUE OVER EXPENDITURES FOR HUMAN DEVELOPMENT			-28468.87	-22213.00	-14898.71	-22663.00	-22563.00	-22974.00

PAGE 25  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-6000-001	SALARY/SHERIFF		61661.25	61425.00	53156.25	61425.00	61425.00	61425.00
01-6000-004	SALARIES/CLERICAL STAFF		133663.29	136343.00	118010.50	136343.00	136343.00	136343.00
01-6000-017	SALARY/CHIEF DEPUTY		55069.47	56580.00	48964.27	56580.00	56580.00	56580.00
01-6000-018	SALARIES/FULL-TM.DEPUTIES		502412.38	587400.00	435482.50	587400.00	587400.00	587400.00
01-6000-019	SALARIES/PART-TM.DEPUTIES		5965.01	7000.00	.00	7000.00	7000.00	7000.00
01-6000-080	SALARIES/LIEUTENANT		49024.34	49981.00	43698.11	49981.00	49981.00	49981.00
01-6000-081	SALARIES/SERGEANTS		91623.14	93751.00	81231.48	93751.00	93751.00	93751.00
01-6000-098	ON-CALL PAY		22539.56	26000.00	26275.07	26000.00	26000.00	26000.00
01-6000-099	SHERIFF'S OFFICE OVERTIME		75475.86	45000.00	96764.42	60000.00	60000.00	60000.00
01-6000-100	TRAVEL/TRANSP.LODGING		2667.98	2500.00	692.61	2500.00	2500.00	2500.00
01-6000-101	TRAINING		14258.16	10000.00	13616.64	15000.00	15000.00	15000.00
01-6000-120	DUES & BONDS		804.00	1000.00	1205.28	1300.00	1300.00	1300.00
01-6000-122	SEMINARS/CONV./REG. FEES		500.00	500.00	.00	1500.00	1500.00	1500.00
01-6000-140	TELEPHONE		4646.93	4000.00	4091.00	4500.00	4500.00	4500.00
01-6000-145	POSTAGE		9278.24	10000.00	6912.54	10000.00	10000.00	10000.00
01-6000-150	SUPPLIES/FORMS		4527.65	6000.00	4813.39	6000.00	6000.00	6000.00
01-6000-151	XEROX SUPPLIES		790.40	1000.00	336.00	1000.00	1000.00	1000.00
01-6000-152	COMPUTER SUPPLIES		1213.26	1000.00	384.59	1000.00	1000.00	1000.00
01-6000-159	AMMUNITION		3862.49	2500.00	2287.31	4000.00	2500.00	2500.00
01-6000-221	EQUIPMENT & REPAIRS		9930.46	6000.00	10977.01	10000.00	6000.00	6000.00
01-6000-230	LEGAL BOOKS		489.41	600.00	838.41	1000.00	1000.00	1000.00
01-6000-245	COPIER LEASE		5018.76	5600.00	4549.62	5600.00	5600.00	5600.00
01-6000-246								



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	MAINTENANCE AGREEMENTS		165.00	.00	165.00		165.00	165.00
01-6000-259	COMPUTER MAINTENANCE		6309.62	5500.00	5849.62	5500.00	5500.00	5500.00
01-6000-262	RADIO MAINT.		18898.50	3000.00	4478.00	5000.00	3000.00	3000.00
01-6000-290	ADVERTISING		.00	100.00	.00	100.00	100.00	100.00
01-6000-291	SUBSCRIPTIONS		1800.50	2000.00	1507.00	2000.00	2000.00	2000.00
01-6000-300	CAPITAL IMPROVEMENTS		1389.93	.00	871.73			
01-6000-305	PROFESSIONAL SERVICES		8507.50	10000.00	13647.00	10000.00	10000.00	10000.00
01-6000-315	PHYSICALS (HIRING/ANNUAL)		.00	500.00	.00	500.00	500.00	500.00
01-6000-350	ELECTRIC/GAS/OIL/WATER		7592.75	7000.00	6084.07	7000.00	7000.00	3500.00
01-6000-370	CAR MAINTENANCE		165302.07	122000.00	113726.86		122000.00	122000.00
01-6000-371	CAR LEASES/PURCHASE		.00	.00	.00			
01-6000-395	BUILDING MAINTENANCE		10644.89	4000.00	4735.69	4000.00	4000.00	2000.00
01-6000-525	STORAGE OF EVIDENCE		1860.00	2000.00	1860.00	2000.00	2000.00	2000.00
01-6000-526	UNIFORMS		9708.10	7000.00	6598.64	7000.00	7000.00	7000.00
01-6000-527	DARE PROGRAM GRANT		.00	.00	.00			
01-6000-528	PETTY CASH		1630.80	2000.00	1128.80	2000.00	2000.00	2000.00
01-6000-550	PISTOL PERMIT MOD.GRANT		.00	.00	.00			
01-6000-900	MISCELLANEOUS		12358.47	250.00	287.50	250.00	250.00	250.00
01-6000-993	LIFE INSURANCE BENEFIT		1569.44	1221.00	1405.23	1221.00	1221.00	1221.00
01-6000-994	MEDICAL BENEFITS		201640.43	254431.00	197364.81	254431.00	254431.00	273258.00
01-6000-995	WORKERS COMP.BENEFIT EXP.		53045.81	58482.00	29158.33	58482.00	58482.00	58482.00
01-6000-996	PENSION BENEFIT PAYABLE		24351.49	36408.00	37242.96	36408.00	36408.00	37664.00
01-6000-998								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
SHERIFF  
2018 FISCAL BUDGET

PAGE 27  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	UNEMPLOYMENT BENEFIT EXP.		6164.09	5753.00	5778.18	5753.00	5753.00	5753.00
01-6000-999	FICA BENEFIT EXPENSE		75977.01	78830.00	68742.19	78830.00	78830.00	78830.00
TOTALS FOR	SHERIFF		1664338.44	1714655.00	1454918.61	1622355.00	1737020.00	1751603.00
TOTALS FOR EXPENDITURES			1664338.44	1714655.00	1454918.61	1622355.00	1737020.00	1751603.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	SHERIFF		-1664338.44	-1714655.00	-1454918.61	-1622355.00	-1737020.00	-1751603.00

PAGE 28  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-6010-001	SALARY/CORONER		54677.44	55002.00	47597.85	55002.00	55002.00	55002.00
01-6010-017	SALARY/CHIEF DEPUTY		40153.81	40000.00	34615.35	40000.00	40000.00	40000.00
01-6010-100	TRAVEL/MEALS/TRAINING		.00	1500.00	527.64	1500.00	1500.00	1500.00
01-6010-101	TRAINING		200.00	2000.00	.00	2000.00	2000.00	2000.00
01-6010-120	DUES & BONDS		580.00	600.00	480.00	600.00	600.00	600.00
01-6010-122	SEMINARS/CONV./REG. FEES		1317.88	1500.00	1005.00	1500.00	1500.00	1500.00
01-6010-140	TELEPHONE		.00	.00	.00			
01-6010-145	POSTAGE		153.97	200.00	83.74	200.00	200.00	200.00
01-6010-150	SUPPLIES/FORMS		3060.40	1800.00	2510.00	1800.00	1800.00	1800.00
01-6010-300	CAPITAL IMPROVEMENTS		.00	.00	.00			
01-6010-305	PROFESSIONAL SERVICES		1145.00	1000.00	350.00	1000.00	1000.00	1000.00
01-6010-370	CAR MAINTENANCE/LEASE		8888.68	10000.00	2634.36	10000.00	10000.00	10000.00
01-6010-540	AUTOPSY/LAB/TOX.		45741.25	40000.00	26271.00	40000.00	40000.00	40000.00
01-6010-541	CORONER DEPUTIES		23142.00	19000.00	22850.00	19000.00	19000.00	19000.00
01-6010-543	MORGUE STORAGE		18500.00	22000.00	19500.00	22000.00	22000.00	22000.00
01-6010-544	UNCLAIMED BODIES		950.00	4000.00	.00	4000.00	4000.00	4000.00
01-6010-545	INVESTIGATION EXPENSE		.00	4000.00	.00	4000.00	4000.00	4000.00
01-6010-900	MISCELLANEOUS		1202.49	.00	.00			
01-6010-993	LIFE INSURANCE BENEFIT		112.80	58.00	92.40	58.00	58.00	58.00
01-6010-994	MEDICAL BENEFITS		8823.60	9396.00	8613.99	9396.00	9396.00	10091.00
01-6010-995	WORKERS COMP.BENEFIT EXP.		5056.38	5075.00	2643.75	5075.00	5075.00	5075.00
01-6010-996	PENSION BENEFIT PAYABLE		2328.17	2351.00	3407.76	2351.00	2351.00	2432.00
01-6010-998								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
CORONER  
2018 FISCAL BUDGET

PAGE 29  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	UNEMPLOYMENT BENEFIT EXP.		255.44	210.00	13.93	210.00	210.00	210.00
01-6010-999	FICA BENEFIT EXPENSE		7254.51	7267.00	6289.20	7267.00	7267.00	7267.00
TOTALS FOR	CORONER		----- 223543.82	----- 226959.00	----- 179485.97	----- 226959.00	----- 226959.00	----- 227735.00
TOTALS FOR EXPENDITURES			----- 223543.82	----- 226959.00	----- 179485.97	----- 226959.00	----- 226959.00	----- 227735.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	CORONER		----- -223543.82	----- -226959.00	----- -179485.97	----- -226959.00	----- -226959.00	----- -227735.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-6030-001	SALARY/PROTHONOTARY		66298.49	66672.00	57697.42	66672.00	66672.00	66672.00
01-6030-004	SALARIES/STAFF		148563.32	159785.00	139251.26	159785.00	159785.00	159785.00
01-6030-016	SALARY/DEPUTIES		59535.67	62284.00	50877.33	62284.00	62284.00	62284.00
01-6030-020	SALARY/BOOKKEEPER		.00	.00	.00			
01-6030-100	TRAVEL/MEALS		23.86	50.00	17.39			
01-6030-120	DUES & BONDS		1000.00	1000.00	1000.00	1000.00	1000.00	1000.00
01-6030-122	SEMINARS/CONV./REG. FEES		.00	200.00	.00			
01-6030-140	TELEPHONE		2146.44	2100.00	1975.08	2100.00	2100.00	2100.00
01-6030-145	POSTAGE		8920.42	9500.00	7570.13	9000.00	9000.00	9000.00
01-6030-150	SUPPLIES/FORMS		8487.58	8000.00	8595.28	8000.00	8000.00	8000.00
01-6030-151	XEROX SUPPLIES		2044.20	1000.00	840.00	1000.00	1000.00	1000.00
01-6030-152	COMPUTER SUPPLIES		270.50	.00	161.58			
01-6030-230	LEGAL BOOKS		329.50	300.00	360.00	300.00	300.00	300.00
01-6030-245	COPIER LEASE		14161.57	12900.00	9626.72	12900.00	10000.00	10000.00
01-6030-246	MAINTENANCE AGREEMENTS		1500.00	1500.00	1500.00	1500.00	1500.00	1500.00
01-6030-259	COMPUTER MAINTENANCE		144.00	.00	144.00			
01-6030-300	CAPITAL IMPROVEMENTS		1005.00	.00	1536.15			
01-6030-301	COMPUTERIZATION		19920.00	20220.00	17800.00	20220.00	20220.00	20220.00
01-6030-305	PROFESSIONAL SERVICES		1018.48	1400.00	398.18	1300.00	1300.00	1300.00
01-6030-900	MISCELLANEOUS		544.00	500.00	4677.26	500.00	500.00	500.00
01-6030-993	LIFE INSURANCE BENEFIT		535.80	518.00	438.90	518.00	518.00	518.00
01-6030-994	MEDICAL BENEFITS		86315.82	93922.00	81429.59	93922.00	93922.00	100872.00
01-6030-995								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
PROTHONOTARY  
2018 FISCAL BUDGET

PAGE 31  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	WORKERS COMP.BENEFIT EXP.		2879.36	3371.00	1538.61	3371.00	3371.00	3371.00
01-6030-996	PENSION BENEFIT PAYABLE		6740.97	11034.00	10192.83	11034.00	11034.00	11414.00
01-6030-998	UNEMPLOYMENT BENEFIT EXP.		2711.14	2071.00	2178.76	2071.00	2071.00	2071.00
01-6030-999	FICA BENEFIT EXPENSE		20991.24	22088.00	18958.67	22088.00	22088.00	22088.00
TOTALS FOR	PROTHONOTARY		456087.36	480415.00	418765.14	479565.00	476665.00	483995.00
TOTALS FOR EXPENDITURES			456087.36	480415.00	418765.14	479565.00	476665.00	483995.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	PROTHONOTARY		-456087.36	-480415.00	-418765.14	-479565.00	-476665.00	-483995.00

PAGE 32  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-6035-001	SALARY/RECORDER OF DEEDS		65006.55	65372.00	56572.65	65372.00	65372.00	65372.00
01-6035-004	SALARIES/STAFF		64925.72	105180.00	58153.70	105180.00	105180.00	105180.00
01-6035-016	SALARIES/DEPUTIES		44910.89	27827.00	43977.15	27827.00	27827.00	27827.00
01-6035-020	BOOKKEEPER		.00	.00	.00			
01-6035-099	OVERTIME		.00	.00	.00			
01-6035-100	TRAVEL/MEALS		13.93	50.00	.00	50.00	50.00	50.00
01-6035-120	DUES/BONDS		1000.00	1000.00	1000.00	1000.00	1000.00	1000.00
01-6035-122	SEMINARS/CONV./REG.FEES		150.00	500.00	.00	300.00	300.00	300.00
01-6035-140	TELEPHONE		1430.96	1300.00	1316.72		1450.00	1450.00
01-6035-145	POSTAGE		1087.01	1000.00	807.79	1000.00	1000.00	1000.00
01-6035-150	SUPPLIES		725.34	900.00	866.51	1000.00	1000.00	1000.00
01-6035-151	XEROX SUPPLIES		1470.80	2250.00	1504.00	2000.00	2000.00	2000.00
01-6035-152	COMPUTER SUPPLIES		3599.20	2000.00	3703.68	3500.00	3500.00	3500.00
01-6035-154	ACS		18050.37	12000.00	13429.87	12000.00	14000.00	14000.00
01-6035-230	LEGAL BOOKS		452.08	350.00	288.76	300.00	300.00	300.00
01-6035-245	COPIER LEASE		8682.45	7200.00	4585.24		5500.00	5500.00
01-6035-246	MAINTENANCE AGREEMENTS		.00	.00	.00			
01-6035-300	CAPITAL IMPROVEMENTS		.00	.00	.00			
01-6035-301	COMPUTERIZATION - INFOCON		5400.00	5400.00	4500.00		5400.00	5400.00
01-6035-305	PROFESSIONAL SERVICES		.00	.00	600.00	500.00	500.00	500.00
01-6035-900	MISCELLANEOUS		68.00	100.00	.00	100.00	100.00	100.00
01-6035-993	LIFE INSURANCE		306.00	369.00	268.80	369.00	369.00	369.00
01-6035-994								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
REC.OF DEEDS/REG.WILLS  
2018 FISCAL BUDGET

PAGE 33  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	MEDICAL BENEFITS		65852.24	91094.00	59706.27	91094.00	91094.00	97834.00
01-6035-995	WORKER COMP BENEFIT EXP		2417.97	3066.00	1290.24	3066.00	3066.00	3066.00
01-6035-996	PENSION BENEFIT PAYABLE		4249.48	9077.00	6581.51	9077.00	9077.00	9390.00
01-6035-998	UNEMPLOYMENT BENEFIT EXP.		1381.07	1282.00	1212.37	1282.00	1282.00	1282.00
01-6035-999	FICA BENEFIT EXPENSE		13375.59	15176.00	12140.78	15176.00	15176.00	15176.00
TOTALS FOR REC.OF DEEDS/REG.WILLS			304555.65	352493.00	272506.04	340193.00	354543.00	361596.00
TOTALS FOR EXPENDITURES			304555.65	352493.00	272506.04	340193.00	354543.00	361596.00
EXCESS OF REVENUE OVER EXPENDITURES FOR REC.OF DEEDS/REG.WILLS			-304555.65	-352493.00	-272506.04	-340193.00	-354543.00	-361596.00





ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	COPIER LEASE		4340.30	3600.00	2950.48		3000.00	3000.00
01-6040-259	COMPUTER MAINTENANCE		7467.08	7500.00	8470.08	7500.00	7500.00	7500.00
01-6040-300	CAPITAL IMPROVEMENTS		1958.70	.00	5484.46	5000.00		
01-6040-305	PROFESSIONAL SERVICES		7759.20	2500.00	19240.80	10000.00	10000.00	10000.00
01-6040-325	FREIN TRIAL		116499.53	.00	-10531.03	10000.00	10000.00	10000.00
01-6040-350	UTILITIES		2200.66	2500.00	905.92		2200.00	2200.00
01-6040-370	CAR MAINTENANCE		9041.90	9500.00	10700.12	9500.00	9500.00	9500.00
01-6040-395	BUILDING MAINTENANCE		479.32	400.00	416.95	500.00	500.00	500.00
01-6040-416	RENT		12592.20	12600.00	11542.85	12000.00	12600.00	12600.00
01-6040-565	COMMTH. COST -WITN. FEES		1926.50	5000.00	870.00	5000.00	5000.00	5000.00
01-6040-566	SAFE NEIGHBORHOOD PRGM		.00	.00	.00			
01-6040-567	INVESTIGATION		348.51	500.00	.00	500.00	500.00	500.00
01-6040-568	BLOOD/DRUG TESTING		27136.80	25000.00	13465.00	12500.00	12500.00	12500.00
01-6040-569	TECH.ADVANCING CT.GRANT		5122.16	.00	5122.16			
01-6040-571	FORENSIC TESTS		4150.00	5000.00	750.00	5000.00	5000.00	5000.00
01-6040-572	EXTRADITIONS		2280.30	2000.00	888.30	2000.00	2000.00	2000.00
01-6040-900	MISCELLANEOUS		6042.11	500.00	49976.41		500.00	500.00
01-6040-993	LIFE INSURANCE BENEFIT		690.60	633.00	625.42	633.00	633.00	633.00
01-6040-994	MEDICAL BENEFITS		123275.58	126864.00	131408.76	126864.00	126864.00	136251.00
01-6040-995	WORKERS COMP.BENEFIT EXP.		30090.71	37210.00	16828.86	37210.00	37210.00	37210.00
01-6040-996	PENSION BENEFIT PAYABLE		15964.05	25820.00	26791.90	25820.00	25820.00	26710.00
01-6040-998	UNEMPLOYMENT BENEFIT EXP.		2829.15	2597.00	2797.82	2597.00	2597.00	2597.00
01-6040-999								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
DISTRICT ATTORNEY  
2018 FISCAL BUDGET

PAGE 36  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	FICA BENEFIT EXPENSE		47283.32	51683.00	47711.04	51683.00	54683.00	54683.00
TOTALS FOR	DISTRICT ATTORNEY		1143742.59	1050362.00	1030544.23	1049412.00	1061142.00	1071419.00
TOTALS FOR EXPENDITURES			1143742.59	1050362.00	1030544.23	1049412.00	1061142.00	1071419.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	DISTRICT ATTORNEY		-1143742.59	-1050362.00	-1030544.23	-1049412.00	-1061142.00	-1071419.00

ACCOUNT NUMBER ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-6050-004 SALARY/SECRETARIES		148602.79	152550.00	132014.47		152550.00	152550.00
01-6050-023 SALARY/LAW CLERKS		94111.66	104346.00	80558.03		104346.00	104346.00
01-6050-100 TRAVEL/MEALS		.00	.00	.00			
01-6050-120 DUES & BONDS		250.00	500.00	250.00	500.00	500.00	500.00
01-6050-122 SEMINARS/CONV./REG. FEES		.00	.00	.00			
01-6050-140 TELEPHONE		1704.87	1550.00	1481.31	1500.00	1635.00	1635.00
01-6050-145 POSTAGE		576.21	1000.00	355.48	800.00	750.00	750.00
01-6050-150 SUPPLIES/FORMS		5476.66	5000.00	1691.70	5000.00	5000.00	5000.00
01-6050-151 XEROX SUPPLIES		663.60	600.00	308.00		600.00	600.00
01-6050-152 COMPUTER SUPPLIES		510.48	.00	76.07			
01-6050-221 EQUIPMENT & REPAIRS		.00	500.00	.00	500.00	500.00	500.00
01-6050-230 LEGAL BOOKS/LEXIS-NEXIS		13564.74	10000.00	5345.38	7000.00	10000.00	10000.00
01-6050-245 COPIER COSTS		3442.10	2800.00	8933.01		6525.00	6525.00
01-6050-259 COMPUTER MAINTENANCE		1296.00	1296.00	1296.00		1296.00	1296.00
01-6050-290 ADVERTISING		.00	.00	.00			
01-6050-291 SUBSCRIPTIONS/INTERNET		.00	.00	.00			
01-6050-300 CAPITAL IMPROVEMENTS		388.72	.00	7647.30			
01-6050-301 INFOCON		.00	.00	.00			
01-6050-305 PROFESSIONAL SERVICES		.00	.00	.00			
01-6050-900 MISCELLANEOUS		230.00	250.00	57.50		250.00	250.00
01-6050-993 LIFE INSURANCE BENEFIT		339.60	403.00	289.80		403.00	403.00
01-6050-994 MEDICAL BENEFITS		68421.88	88617.00	67367.69		88617.00	95174.00
01-6050-995							

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
JUDGE'S OFFICE  
2018 FISCAL BUDGET

PAGE 38  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	WORKERS COMP.BENEFIT EXP.		1043.70	1059.00	554.37		1059.00	1059.00
01-6050-996	PENSION BENEFIT PAYABLE		5962.37	10346.00	8724.18		10346.00	10702.00
01-6050-998	UNEMPLOYMENT BENEFIT EXP.		2074.54	1610.00	1851.01		1610.00	1610.00
01-6050-999	FICA BENEFIT EXPENSE		18567.97	19652.00	16262.03		19652.00	19652.00
TOTALS FOR	JUDGE'S OFFICE		367227.89	402079.00	335063.33	15300.00	405639.00	412552.00
TOTALS FOR EXPENDITURES			367227.89	402079.00	335063.33	15300.00	405639.00	412552.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	JUDGE'S OFFICE		-367227.89	-402079.00	-335063.33	-15300.00	-405639.00	-412552.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
COURT REPORTER  
2018 FISCAL BUDGET

PAGE 39  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-6060-024	SALARY/COURT REPORTER		113389.39	116592.00	110185.06		116592.00	116592.00
01-6060-120	DUES/BONDS		.00	.00	.00			
01-6060-122	SEMINARS/CONV./REG.FEES		.00	.00	.00			
01-6060-140	TELEPHONE		536.61	500.00	492.77	500.00	550.00	550.00
01-6060-145	POSTAGE		172.46	200.00	31.59	200.00	200.00	200.00
01-6060-150	SUPPLIES/FORMS		2757.59	2500.00	434.49	2000.00	2500.00	2500.00
01-6060-221	EQUIPMENT REPAIRS		.00	.00	.00			
01-6060-240	TRANSCRIPTS		.00	.00	.00			
01-6060-246	MAINTENANCE AGREEMENTS		.00	.00	1012.00		1012.00	1012.00
01-6060-300	CAPITAL IMPROVEMENTS		.00	.00	.00			
01-6060-305	PROFESSIONAL SERVICES		.00	.00	.00			
01-6060-993	LIFE INSURANCE BENEFIT		169.20	172.00	138.60		172.00	172.00
01-6060-994	MEDICAL BENEFITS		44459.76	49374.00	43403.80		49374.00	53027.00
01-6060-995	WORKERS COMP.BENEFIT EXP.		485.79	478.00	285.37		478.00	478.00
01-6060-996	PENSION BENEFIT PAYABLE		2784.46	4523.00	4566.82		4523.00	4679.00
01-6060-998	UNEMPLOYMENT BENEFIT EXP.		763.01	650.00	705.12		650.00	650.00
01-6060-999	FICA BENEFIT EXPENSE		8674.16	8919.00	8429.32		8919.00	8919.00
TOTALS FOR	COURT REPORTER		174192.43	183908.00	169684.94	2700.00	184970.00	188779.00
TOTALS FOR EXPENDITURES			174192.43	183908.00	169684.94	2700.00	184970.00	188779.00
EXCESS OF REVENUE OVER EXPENDITURES	FOR COURT REPORTER		-174192.43	-183908.00	-169684.94	-2700.00	-184970.00	-188779.00

REPORT DATE 11/28/2017  
 SYSTEM DATE 11/28/2017  
 FILES ID P

COUNTY OF PIKE  
 BUDGET WORKSHEET  
 COURTHOUSE  
 2018 FISCAL BUDGET

PAGE 40  
 TIME 12:13:14  
 USER SHARON

ACCOUNT NUMBER ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-6070-140 TELEPHONE		.56	.00	.00			
01-6070-150 SUPPLIES		696.33	1200.00	1253.64	1200.00	1200.00	1200.00
01-6070-221 EQUIPMENT & REPAIRS		.00	1000.00	.00	1000.00	1000.00	1000.00
01-6070-251 ELEVATOR CONTRACT		5004.08	5100.00	5174.72		5200.00	5200.00
01-6070-300 CAPITAL IMPROVEMENTS		22239.87	.00	4400.00			
01-6070-310 CTHSE.EXPANSION PROJ.		1484530.39	5000000.00	4683521.00		1500000.00	1500000.00
01-6070-311 MALHAME BLDG EXP.		.00	.00	.00			
01-6070-350 ELECTRIC/GAS/OIL/WATER		17410.05	30000.00	19292.71		30000.00	30000.00
01-6070-395 BUILDING MAINTENANCE		10016.04	10000.00	20123.48		10000.00	10000.00
01-6070-416 RENT		.00	.00	.00			
01-6070-900 MISCELLANEOUS		.00	.00	.00			
TOTALS FOR COURTHOUSE		1539897.32	5047300.00	4733765.55	2200.00	1547400.00	1547400.00
TOTALS FOR EXPENDITURES		1539897.32	5047300.00	4733765.55	2200.00	1547400.00	1547400.00
EXCESS OF REVENUE OVER EXPENDITURES FOR COURTHOUSE		-1539897.32	-5047300.00	-4733765.55	-2200.00	-1547400.00	-1547400.00

COUNTY OF PIKE  
 BUDGET WORKSHEET  
 JOHN STREET CO.COMPLEX  
 2018 FISCAL BUDGET

ACCOUNT NUMBER ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-6072-122 SEMINARS		.00	.00	.00			
01-6072-140 TELEPHONE EXPENSES		378.68	500.00	976.62		500.00	500.00
01-6072-150 SUPPLIES		466.44	2000.00	722.63		1000.00	1000.00
01-6072-246 MAINTENANCE AGREEMENTS		.00	.00	.00			
01-6072-255 PENTELEDATA		3000.00	3000.00	2437.52		3000.00	3000.00
01-6072-300 CAPITAL IMPROVEMENTS		1120.29	.00	.00			
01-6072-350 UTILITIES		9567.99	10000.00	9297.56		10000.00	10000.00
01-6072-395 BUILDING/REPAIRS		3714.77	5000.00	7547.66		5000.00	5000.00
01-6072-416 RENT		.00	.00	.00			
01-6072-900 MISCELLANEOUS		.00	.00	.00			
TOTALS FOR JOHN STREET CO.COMPLEX		18248.17	20500.00	20981.99		19500.00	19500.00
TOTALS FOR EXPENDITURES		18248.17	20500.00	20981.99		19500.00	19500.00
EXCESS OF REVENUE OVER EXPENDITURES FOR JOHN STREET CO.COMPLEX		-18248.17	-20500.00	-20981.99		-19500.00	-19500.00



REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
COURTS  
2018 FISCAL BUDGET

PAGE 42  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-6080-025	SALARIES/CT. CRIER-TIPSTF.		49350.77	50000.00	41807.80		50000.00	50000.00
01-6080-041	SALARY/INTERN		.00	.00	.00			
01-6080-150	SUPPLIES		.00	.00	.00			
01-6080-291	SUBSCRIPTION/INTERNET		.00	.00	.00			
01-6080-300	CAPITAL IMPROVEMENTS		.00	.00	.00			
01-6080-305	PROFESSIONAL SERVICES		217378.61	250000.00	133231.40	200000.00	200000.00	200000.00
01-6080-325	FREIN TRIAL		.00	290000.00	392890.39			
01-6080-580	ARBITRATION		4100.00	6000.00	2300.00	4000.00	4000.00	4000.00
01-6080-581	PIKE COUNTY LAW LIBRARY		.00	.00	.00			
01-6080-582	M.H. HEARINGS		.00	.00	.00			
01-6080-583	GRAND JURY EXPENSES		.00	.00	.00			
01-6080-993	LIFE INSURANCE BENEFIT		.00	.00	.00			
01-6080-994	MEDICAL BENEFITS		.00	.00	.00			
01-6080-995	WORKERS COMP.BENEFIT EXP.		206.96	500.00	102.47		500.00	500.00
01-6080-996	PENSION BENEFIT PAYABLE		.00	.00	.00			
01-6080-998	UNEMPLOYMENT BENEFIT EXP.		1041.55	1305.00	1059.37		1305.00	1305.00
01-6080-999	FICA BENEFIT EXPENSE		3775.43	3825.00	3198.28		3825.00	3825.00
TOTALS FOR	COURTS		275853.32	601630.00	574589.71	204000.00	259630.00	259630.00
TOTALS FOR EXPENDITURES			275853.32	601630.00	574589.71	204000.00	259630.00	259630.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	COURTS		-275853.32	-601630.00	-574589.71	-204000.00	-259630.00	-259630.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
JURY  
2018 FISCAL BUDGET

PAGE 43  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-6090-001	SALARIES/JURY COMMISSION.		.00	.00	.00			
01-6090-004	SALARY/CLERICAL STAFF		31446.20	31298.00	27084.82		31298.00	31298.00
01-6090-120	DUES & BONDS		.00	.00	.00			
01-6090-122	SEMINARS/CONV./REG. FEES		.00	.00	.00			
01-6090-140	TELEPHONE		745.77	800.00	556.10	800.00	800.00	800.00
01-6090-145	POSTAGE		2534.57	4000.00	1686.13	3000.00	3000.00	3000.00
01-6090-150	SUPPLIES/FORMS		1602.67	2000.00	727.72	2000.00	2000.00	2000.00
01-6090-245	COPIER LEASE		1280.33	985.00	1750.43		1910.00	1910.00
01-6090-259	COMPUTER MAINTENANCE		3800.00	3800.00	3800.00	3800.00	3800.00	3800.00
01-6090-300	CAPITAL IMPROVEMENTS		1994.00	.00	.00			
01-6090-305	PROFESSIONAL SERVICES		.00	.00	.00			
01-6090-528	PETTY CASH		300.00	500.00	300.00	500.00	500.00	500.00
01-6090-584	JURY		18155.74	25000.00	6635.74		20000.00	20000.00
01-6090-993	LIFE INSURANCE BENEFIT		56.40	69.00	46.20		69.00	69.00
01-6090-994	MEDICAL BENEFITS		5810.28	6934.00	5672.26		6934.00	7447.00
01-6090-995	WORKERS COMP.BENEFIT EXP.		134.68	126.00	70.20		126.00	126.00
01-6090-996	PENSION BENEFIT PAYABLE		771.86	1658.00	1122.66		1658.00	1715.00
01-6090-998	UNEMPLOYMENT BENEFIT EXP.		253.71	230.00	238.78		230.00	230.00
01-6090-999	FICA BENEFIT EXPENSE		2405.50	2394.00	2071.80		2394.00	2394.00
TOTALS FOR JURY			71291.71	79794.00	51762.84	10100.00	74719.00	75289.00
TOTALS FOR EXPENDITURES			71291.71	79794.00	51762.84	10100.00	74719.00	75289.00
EXCESS OF REVENUE OVER EXPENDITURES FOR JURY			-71291.71	-79794.00	-51762.84	-10100.00	-74719.00	-75289.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-6101-004	SALARIES/CLERKS		99014.30	101545.00	87875.77		101545.00	101545.00
01-6101-100	TRAVEL/MEALS		.00	.00	.00			
01-6101-120	DUES/BONDS		.00	.00	.00			
01-6101-122	SEMINARS/CONV./REG.FEES		.00	.00	.00			
01-6101-140	TELEPHONE		1426.89	1400.00	1198.21		1450.00	1450.00
01-6101-145	POSTAGE		4175.75	5500.00	4216.11		5500.00	5500.00
01-6101-150	SUPPLIES/FORMS		4625.16	3500.00	1731.71		3500.00	3500.00
01-6101-221	EQUIPMENT/REPAIRS		15.00	.00	275.00			
01-6101-230	LEGAL BOOKS		1924.50	3000.00	5444.36		3000.00	3000.00
01-6101-245	COPIER LEASE		2012.41	1500.00	1489.29		1625.00	1625.00
01-6101-246	MAINTENANCE AGREEMENTS		243.50	500.00	1077.70		500.00	500.00
01-6101-300	CAPITAL IMPROVEMENTS		16825.00	.00	640.65			
01-6101-350	LIGHTS/FUEL/WATER		5094.33	8500.00	5433.31		8500.00	8500.00
01-6101-360	GROUND MAINTENANCE		816.80	1000.00	4370.94		1000.00	1000.00
01-6101-364	SECURITY		191.94	160.00	104.97		160.00	160.00
01-6101-585	CONSTABLE FEES		.00	.00	.00			
01-6101-900	MISCELLANEOUS		501.32	100.00	44.00		100.00	100.00
01-6101-993	LIFE INSURANCE BENEFIT		169.20	173.00	138.60		173.00	173.00
01-6101-994	MEDICAL BENEFITS		42774.48	49455.00	41758.64		49455.00	53114.00
01-6101-995	WORKERS COMP.BENEFIT EXP.		424.49	412.00	227.47		412.00	412.00
01-6101-996	PENSION BENEFIT PAYABLE		2431.60	3889.00	3642.50		3889.00	4023.00
01-6101-998	UNEMPLOYMENT BENEFIT EXP.		761.93	690.00	712.50		690.00	690.00
01-6101-999								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
DJ FISCHER  
2018 FISCAL BUDGET

PAGE 45  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	FICA BENEFIT EXPENSE		7574.59	7768.00	6722.55		7768.00	7768.00
TOTALS FOR	DJ FISCHER		191003.19	189092.00	167104.28		189267.00	193060.00
TOTALS FOR EXPENDITURES			191003.19	189092.00	167104.28		189267.00	193060.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	DJ FISCHER		-191003.19	-189092.00	-167104.28		-189267.00	-193060.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-6102-004	SALARIES/CLERKS		88417.61	98737.00	85445.55		98737.00	98737.00
01-6102-100	TRAVEL/MEALS		.00	.00	.00			
01-6102-120	DUES & BONDS		.00	.00	.00			
01-6102-122	SEMINARS/CONV./REG.FEES		.00	.00	.00			
01-6102-140	TELEPHONE		1985.24	1600.00	1571.72		1600.00	1600.00
01-6102-145	POSTAGE		12262.50	15000.00	12864.62		15000.00	15000.00
01-6102-150	SUPPLIES/FORMS		5214.33	5000.00	2494.48		5000.00	5000.00
01-6102-221	EQUIPMENT & REPAIRS		62.00	100.00	.00		100.00	100.00
01-6102-230	LEGAL BOOKS		822.00	2000.00	914.00		2000.00	2000.00
01-6102-245	COPIER LEASE		1542.67	1350.00	1651.76		1350.00	1350.00
01-6102-246	MAINTENANCE AGREEMENTS		530.00	800.00	788.20		800.00	800.00
01-6102-255	PENTELEDATA		.00	.00	.00			
01-6102-300	CAPITAL IMPROVEMENTS		255.00	.00	.00			
01-6102-305	PROFESSIONAL SERVICES		318.40	500.00	1006.59		500.00	500.00
01-6102-350	LIGHTS/FUEL/WATER		2675.83	3500.00	2385.46		3500.00	3500.00
01-6102-360	GROUND MAINTENANCE		474.30	300.00	179.70		300.00	300.00
01-6102-364	SECURITY		318.52	350.00	257.99		350.00	350.00
01-6102-380	GARBAGE REMOVAL		.00	.00	.00			
01-6102-416	BUILDING RENTAL		28676.04	27000.00	23199.03		27000.00	27000.00
01-6102-585	CONSTABLE FEES		2567.41	3000.00	294.27		3000.00	3000.00
01-6102-587	OFFICE CLEANING		2250.00	2600.00	1400.00		2600.00	2600.00
01-6102-900	MISCELLANEOUS		.00	.00	1004.68			
01-6102-993								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
DJ MUIR  
2018 FISCAL BUDGET

PAGE 47  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	LIFE INSURANCE BENEFIT		145.20	115.00	138.60		115.00	115.00
01-6102-994	MEDICAL BENEFITS		32675.74	33767.00	36626.48		33767.00	36265.00
01-6102-995	WORKERS COMP.BENEFIT EXP.		378.72	339.00	218.39		339.00	339.00
01-6102-996	PENSION BENEFIT PAYABLE		2059.49	2803.00	3541.42		2803.00	2899.00
01-6102-998	UNEMPLOYMENT BENEFIT EXP.		766.97	690.00	713.82		690.00	690.00
01-6102-999	FICA BENEFIT EXPENSE		6763.72	7553.00	6536.47		7553.00	7553.00
TOTALS FOR	DJ MUIR		191161.69	207104.00	183233.23		207104.00	209698.00
TOTALS FOR EXPENDITURES			191161.69	207104.00	183233.23		207104.00	209698.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	DJ MUIR		-191161.69	-207104.00	-183233.23		-207104.00	-209698.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-6103-004	SALARIES/CLERKS		63718.91	59132.00	58894.42		59132.00	59132.00
01-6103-100	TRAVEL/MEALS		.00	.00	.00			
01-6103-120	DUES & BONDS		.00	.00	510.00			
01-6103-122	SEMINARS/CONV./REG.FEES		.00	.00	.00			
01-6103-140	TELEPHONE		.00	.00	.00			
01-6103-145	POSTAGE		4070.19	6000.00	4000.00		6000.00	6000.00
01-6103-150	SUPPLIES/FORMS		2642.12	3000.00	1339.61		3000.00	3000.00
01-6103-221	EQUIPMENT & REPAIRS		93.00	500.00	.00		500.00	500.00
01-6103-230	LEGAL BOOKS		6553.00	7500.00	8181.00		7500.00	7500.00
01-6103-245	COPIER LEASE		1807.68	1470.00	1489.29		1470.00	1470.00
01-6103-246	MAINTENANCE AGREEMENTS		487.00	544.00	970.20		544.00	544.00
01-6103-255	PENTELEDATA		.00	.00	.00			
01-6103-300	CAPITAL IMPROVEMENTS		.00	.00	17250.00			
01-6103-305	PROFESSIONAL SERVICES		50.89	200.00	242.95		200.00	200.00
01-6103-350	LIGHTS/FUEL/WATER		3099.07	4200.00	2768.37		4200.00	4200.00
01-6103-360	GROUND MAINTENANCE		3115.00	4000.00	1959.72		4000.00	4000.00
01-6103-364	SECURITY		359.94	300.00	188.97		300.00	300.00
01-6103-380	GARBAGE REMOVAL		.00	.00	.00			
01-6103-585	CONSTABLE FEES		515.14	500.00	825.94		500.00	500.00
01-6103-587	OFFICE CLEANING/MAINT.		2940.00	2880.00	2400.00		2880.00	2880.00
01-6103-900	MISCELLANEOUS		57.50	200.00	.00		200.00	200.00
01-6103-993	LIFE INSURANCE BENEFIT		112.80	115.00	92.40		115.00	115.00
01-6103-994								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
DJ COOPER  
2018 FISCAL BUDGET

PAGE 49  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	MEDICAL BENEFITS		27904.80	29717.00	27242.16		29717.00	31916.00
01-6103-995	WORKERS COMP.BENEFIT EXP.		273.09	282.00	152.50		282.00	282.00
01-6103-996	PENSION BENEFIT PAYABLE		1350.95	2217.00	2110.55		2217.00	2293.00
01-6103-998	UNEMPLOYMENT BENEFIT EXP.		736.91	690.00	687.47		690.00	690.00
01-6103-999	FICA BENEFIT EXPENSE		4874.70	5288.00	4505.28		5288.00	5288.00
TOTALS FOR	DJ COOPER		124762.69	128735.00	135810.83		128735.00	131010.00
TOTALS FOR EXPENDITURES			124762.69	128735.00	135810.83		128735.00	131010.00
EXCESS OF REVENUE OVER EXPENDITURES								
FOR	DJ COOPER		-124762.69	-128735.00	-135810.83		-128735.00	-131010.00



ACCOUNT NUMBER	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
ACCOUNT DESCRIPTION							
01-6104-004 SALARIES/CLERKS		54069.88	59426.00	47820.28		59426.00	59426.00
01-6104-100 TRAVEL/MEALS		102.60	50.00	42.80		50.00	50.00
01-6104-120 DUES & BONDS		100.00	.00	200.00			
01-6104-122 SEMINARS/CONV./REG.FEES		136.08	.00	.00	750.00		
01-6104-140 TELEPHONE		2283.96	2100.00	2062.78		2100.00	2100.00
01-6104-145 POSTAGE		12409.50	13000.00	12000.00		13000.00	13000.00
01-6104-150 SUPPLIES/FORMS		4647.78	4000.00	3777.04		4000.00	4000.00
01-6104-221 EQUIPMENT & REPAIRS		45.00	100.00	117.00		100.00	100.00
01-6104-230 LEGAL BOOKS		1500.57	2500.00	208.00	1750.00	2500.00	2500.00
01-6104-245 COPIER LEASE		1821.41	1400.00	1651.76		1400.00	1400.00
01-6104-246 MAINTENANCE AGREEMENTS		.50	400.00	970.20		400.00	400.00
01-6104-255 PENTELEDATA		.00	.00	.00			
01-6104-290 ADVERTISING		.00	.00	.00			
01-6104-300 CAPITAL IMPROVEMENTS		.00	.00	.00			
01-6104-305 PROFESSIONAL SERVICES		.00	300.00	2630.00		300.00	300.00
01-6104-350 LIGHTS/FUEL/WATER		5026.27	5000.00	3188.68		5000.00	5000.00
01-6104-360 GROUND MAINTENANCE		1575.00	2500.00	2780.00		2500.00	2500.00
01-6104-364 SECURITY		666.90	500.00	426.93		500.00	500.00
01-6104-380 GARBAGE REMOVAL		.00	.00	.00			
01-6104-585 CONSTABLE FEES		1711.35	2000.00	1091.21		2000.00	2000.00
01-6104-587 OFFICE CLEANING		3900.00	3800.00	3225.00		3800.00	3800.00
01-6104-900 MISCELLANEOUS		57.50	100.00	96.00		100.00	100.00
01-6104-993							

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
DJ MENDITTO  
2018 FISCAL BUDGET

PAGE 51  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	LIFE INSURANCE BENEFIT		75.60	58.00	88.20		58.00	58.00
01-6104-994	MEDICAL BENEFITS		10167.99	6187.00	10828.86		6187.00	6644.00
01-6104-995	WORKERS COMP.BENEFIT EXP.		231.74	253.00	126.62		253.00	253.00
01-6104-996	PENSION BENEFIT PAYABLE		1327.96	1981.00	1803.36		1981.00	2049.00
01-6104-998	UNEMPLOYMENT BENEFIT EXP.		927.29	690.00	698.10		690.00	690.00
01-6104-999	FICA BENEFIT EXPENSE		4136.23	4546.00	3658.28		4546.00	4546.00
TOTALS FOR	DJ MENDITTO		106921.11	110891.00	99491.10	2500.00	110891.00	111416.00
TOTALS FOR EXPENDITURES			106921.11	110891.00	99491.10	2500.00	110891.00	111416.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	DJ MENDITTO		-106921.11	-110891.00	-99491.10	-2500.00	-110891.00	-111416.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-6110-003	SALARY/CHIEF DOM.REL.OFF.		43847.77	43306.00	37476.45		43306.00	43306.00
01-6110-004	SALARY/CLERICAL STAFF		88839.38	114329.00	79984.74		114329.00	114329.00
01-6110-016	SALARY/DEPT.HEAD ASST.		64607.03	63699.00	55092.98		63699.00	63699.00
01-6110-020	SALARY/BOOKKEEPERS		34897.73	36407.00	31506.07		36407.00	36407.00
01-6110-026	SALARY/PROBATN.OFFICERS		132097.62	130884.00	102391.20		130884.00	130884.00
01-6110-027	SALARY/PROB.-DOM.REL.AIDE		37206.77	39520.00	30207.34		39520.00	39520.00
01-6110-029	CASEWORKER		15338.10	27196.00	17454.47		27196.00	27196.00
01-6110-098	ON-CALL PAY		.00	4000.00	.00		4000.00	4000.00
01-6110-099	OVERTIME		59.04	500.00	.00	500.00	500.00	500.00
01-6110-100	TRAVEL/MEALS		.00	1000.00	.00	1500.00	1500.00	1500.00
01-6110-101	TRAINING		3782.83	1500.00	2910.17	2000.00	2000.00	2000.00
01-6110-120	DUES & BONDS		80.00	200.00	80.00	200.00	200.00	200.00
01-6110-122	SEMINARS/CONV./REG.FEES		.00	1200.00	1050.00	1500.00	1500.00	1500.00
01-6110-140	TELEPHONE		4945.87	5000.00	4167.35	5000.00	5000.00	5000.00
01-6110-145	POSTAGE		8210.77	10000.00	6435.65	9000.00	9000.00	9000.00
01-6110-150	SUPPLIES/FORMS		4159.13	3200.00	2081.22	3500.00	3500.00	3500.00
01-6110-151	XEROX SUPPLIES		605.44	1000.00	369.60	1000.00	1000.00	1000.00
01-6110-159	AMMUNITION		.00	.00	.00			
01-6110-221	EQUIPMENT & REPAIRS		.00	500.00	149.56	500.00	500.00	500.00
01-6110-230	LEGAL BOOKS		263.50	200.00	297.00	300.00	200.00	200.00
01-6110-240	TRANSCRIPTS		.00	.00	.00			
01-6110-245	COPIER LEASE		6707.08	6200.00	4305.40	5000.00	5000.00	5000.00
01-6110-246								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
DOMESTIC RELATIONS  
2018 FISCAL BUDGET

PAGE 53  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	MAINTENANCE AGREEMENTS		.00	3000.00	.00	1000.00	1000.00	1000.00
01-6110-255	PENTELEDATA		.00	.00	.00			
01-6110-259	COMPUTER MAINTENANCE		2429.08	3000.00	2429.08	3000.00	3000.00	3000.00
01-6110-290	ADVERTISING		235.82	200.00	531.48	500.00	500.00	500.00
01-6110-291	SUBSCRIPTIONS		.00	.00	.00			
01-6110-300	CAPITAL IMPROVEMENTS		.00	.00	.00			
01-6110-301	TRACKING SYSTEM		.00	.00	.00			
01-6110-305	PROFESSIONAL SERVICES		.00	1000.00	150.00	500.00	500.00	500.00
01-6110-370	CAR EXPENSES		1640.20	3000.00	450.33	1500.00	1500.00	1500.00
01-6110-556	PROF.LIABILITY INSURANCE		.00	50.00	.00	50.00	50.00	50.00
01-6110-600	HLA BLOOD & URINE TESTING		623.00	500.00	338.75	500.00	500.00	500.00
01-6110-900	MISCELLANEOUS		.00	.00	8108.31			
01-6110-993	LIFE INSURANCE BENEFIT		534.60	663.00	459.90		663.00	663.00
01-6110-994	MEDICAL BENEFITS		152073.72	159379.00	146627.19		159379.00	171173.00
01-6110-995	WORKERS COMP.BENEFIT EXP.		15988.03	17387.00	7923.69		17387.00	17387.00
01-6110-996	PENSION BENEFIT PAYABLE		10279.56	18801.00	14649.39		18801.00	19449.00
01-6110-998	UNEMPLOYMENT BENEFIT EXP.		2684.02	2406.00	2829.40		2406.00	2406.00
01-6110-999	FICA EXPENSE		31892.45	35063.00	27089.47		35063.00	35063.00
TOTALS FOR	DOMESTIC RELATIONS		664028.54	734290.00	587546.19	37050.00	729990.00	742432.00
TOTALS FOR	EXPENDITURES		664028.54	734290.00	587546.19	37050.00	729990.00	742432.00
EXCESS OF REVENUE OVER EXPENDITURES	FOR DOMESTIC RELATIONS		-664028.54	-734290.00	-587546.19	-37050.00	-729990.00	-742432.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-7000-003	SALARY/CHIEF PROB.OFFICER		35078.22	34644.00	29981.02		34644.00	34644.00
01-7000-004	SALARIES/CLERICAL		51191.01	72852.00	62637.19		72852.00	72852.00
01-7000-016	SALARY/PROB.OFFICR SUPVSR		.00	51910.00	.00		51910.00	51910.00
01-7000-020	SALARY/BOOKKEEPER		92468.02	92040.00	79838.24		92040.00	92040.00
01-7000-026	SALARIES/PROB. OFFICERS		369918.54	356596.00	345999.32		356596.00	356596.00
01-7000-098	ON-CALL PAY		11742.07	13000.00	11631.06	15600.00	13000.00	13000.00
01-7000-099	OVERTIME		13675.84	10000.00	10187.45	13000.00	10000.00	13000.00
01-7000-100	TRAVEL/MEALS		.00	.00	.00			
01-7000-101	TRAINING		5096.52	10000.00	5038.14	7000.00	7000.00	7000.00
01-7000-120	DUES & BONDS		1091.00	1100.00	1080.00	1100.00	1100.00	1100.00
01-7000-122	SEMINARS/CONV./REG. FEES		5494.00	5000.00	1335.00	5000.00	5000.00	5000.00
01-7000-140	TELEPHONE		5736.72	5500.00	5397.49	6500.00	6500.00	6500.00
01-7000-145	POSTAGE		9206.56	9000.00	7309.67	9000.00	9000.00	9000.00
01-7000-150	SUPPLIES/FORMS		8016.84	6500.00	5700.92	7000.00	7000.00	7000.00
01-7000-151	COPIER SUPPLIES		827.48	800.00	526.40	800.00	800.00	800.00
01-7000-159	GUNS & AMMUNITION		1024.88	1200.00	1542.50	1500.00	1500.00	1500.00
01-7000-221	EQUIPMENT & REPAIRS		162.51	500.00	411.29	500.00	500.00	500.00
01-7000-230	LEGAL BOOKS		852.32	900.00	671.70	900.00	900.00	900.00
01-7000-240	TRANSCRIPTS		.00	.00	.00			
01-7000-245	COPIER LEASE		409.77	5600.00	4467.43	6000.00	6000.00	6000.00
01-7000-246	MAINTENANCE AGREEMENTS		1000.00	1000.00	.00	1000.00	1000.00	1000.00
01-7000-259	COMPUTER MAINTENANCE		56395.96	60000.00	48693.77	60000.00	60000.00	60000.00
01-7000-290								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
PROBATION  
2018 FISCAL BUDGET

PAGE 55  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	ADVERTISING		140.00	500.00	356.75	500.00	500.00	500.00
01-7000-291	SUBSCRIPTIONS		16.00	50.00	241.40	200.00	50.00	50.00
01-7000-300	CAPITAL IMPROVEMENTS		145.00	.00	.00			
01-7000-301	TRACKING SYSTEMS - ADULT		39983.41	40000.00	31052.43	40000.00	40000.00	40000.00
01-7000-305	PROFESSIONAL SERVICES		8319.60	2000.00	208.09	500.00	500.00	500.00
01-7000-370	CAR MAINTENANCE		31046.54	30000.00	30258.36	30000.00	30000.00	30000.00
01-7000-556	PROF. LIABILITY INSURANCE		50.00	.00	.00			
01-7000-600	HLA BLOOD & URINE TESTING		21142.50	20000.00	17786.50	20000.00	20000.00	20000.00
01-7000-602	PCARE		.00	.00	.00			
01-7000-603	CJAB GRANT		.00	.00	7587.08			
01-7000-604	COPS GRANT		.00	.00	.00			
01-7000-607	JUSTICE GRANT		.00	.00	.00			
01-7000-611	PROCESSING/BOOKING EXP.		.00	.00	.00			
01-7000-615	ARRA TECHN.GRANT		.00	.00	.00			
01-7000-616	AIDS GRANT (ADV.INF.DATA)		.00	.00	.00			
01-7000-900	MISCELLANEOUS		1506.52	500.00	10099.47	500.00	500.00	500.00
01-7000-993	LIFE INSURANCE BENEFIT		716.48	656.00	673.34		656.00	656.00
01-7000-994	MEDICAL BENEFITS		153566.60	171080.00	168448.55		171080.00	183739.00
01-7000-995	WORKERS COMP.BENEFIT EXP.		27588.30	27002.00	15578.28		27002.00	27002.00
01-7000-996	PENSION BENEFIT PAYABLE		14119.10	23000.00	22412.53		23000.00	23793.00
01-7000-998	UNEMPLOYMENT BENEFIT EXP.		3706.30	3083.00	3430.46		3083.00	3083.00
01-7000-999	FICA BENEFIT EXPENSE		43916.72	47433.00	41330.87		47433.00	47433.00
TOTALS FOR	PROBATION		1015351.33	1103446.00	971912.70	226600.00	1101146.00	1117598.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
PROBATION  
2018 FISCAL BUDGET

PAGE 56  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
TOTALS FOR EXPENDITURES			1015351.33	1103446.00	971912.70	226600.00	1101146.00	1117598.00
EXCESS OF REVENUE OVER EXPENDITURES FOR PROBATION			-1015351.33	-1103446.00	-971912.70	-226600.00	-1101146.00	-1117598.00





REPORT DATE 11/28/2017  
 SYSTEM DATE 11/28/2017  
 FILES ID P

COUNTY OF PIKE  
 BUDGET WORKSHEET  
 SCHOOL-BASED JUV. PROB. PRG  
 2018 FISCAL BUDGET

PAGE 58  
 TIME 12:13:14  
 USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	ADVERTISEMENTS		.00	100.00	.00	300.00		
01-7007-291	SUBSCRIPTIONS		.00	.00	.00			
01-7007-300	CAPITAL IMPROVEMENTS		.00	.00	.00			
01-7007-301	TRACKING SYSTEMS		1907.48	2000.00	710.68	1000.00	1000.00	1000.00
01-7007-305	PROFESSIONAL SERVICES		.00	1000.00	.00	500.00	500.00	500.00
01-7007-370	CAR MAINTENANCE		5670.01	6000.00	9389.89	10000.00	10000.00	10000.00
01-7007-556	PROF. LIABILITY INSURANCE		.00	.00	.00			
01-7007-600	HLA BLOOD & URINE TESTING		895.00	1300.00	345.00	500.00	500.00	500.00
01-7007-605	JJSES Grant		.00	.00	.00			
01-7007-900	MISCELLANEOUS		.00	.00	.00			
01-7007-993	LIFE INSURANCE BENEFIT		298.12	351.00	282.16		351.00	351.00
01-7007-994	MEDICAL BENEFITS		44666.79	48048.00	48278.43		48048.00	51603.00
01-7007-995	WORKERS COMP. BENEFIT EXP.		15054.81	10647.00	8038.23		10647.00	10647.00
01-7007-996	PENSION BENEFIT PAYABLE		6859.52	8640.00	10069.46		8640.00	8938.00
01-7007-998	UNEMPLOYMENT BENEFIT EXP.		1569.26	1977.00	1304.12		1977.00	1977.00
01-7007-999	FICA EXPENSE		21159.93	20440.00	18590.30		20440.00	20440.00
TOTALS FOR SCHOOL-BASED JUV. PROB. PRG			392657.56	398744.00	351619.91	50400.00	400494.00	404347.00
TOTALS FOR EXPENDITURES			392657.56	398744.00	351619.91	50400.00	400494.00	404347.00
EXCESS OF REVENUE OVER EXPENDITURES FOR SCHOOL-BASED JUV. PROB. PRG			-392657.56	-398744.00	-351619.91	-50400.00	-400494.00	-404347.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-7010-040	SALARY/WARDEN		88914.63	84844.00	75054.29	84844.00	84844.00	84844.00
01-7010-060	SALARY/DEPUTY WARDENS		138534.72	131602.00	113886.45	131602.00	131602.00	131602.00
01-7010-061	SALARIES/ADMINISTRATIVE		128579.89	146973.00	121908.45	146973.00	146973.00	146973.00
01-7010-065	SALARIES/PROGRAMS		134353.98	168480.00	137067.88	168480.00	168480.00	168480.00
01-7010-070	SALARIES/MAINTENANCE		271183.68	318672.00	239275.44	318672.00	318672.00	318672.00
01-7010-075	SALARIES/FOOD SERVICE		319713.02	340371.00	270207.48	340371.00	340371.00	340371.00
01-7010-080	SALARIES/SECURITY(LIEUT.)		170300.11	230952.00	199872.00	230952.00	230952.00	230952.00
01-7010-081	SALARIES/SECURITY (SARG.)		450557.82	474642.00	371758.79	474642.00	474642.00	474642.00
01-7010-082	SALARIES/SECURITY (CO'S)		2797462.71	2951613.00	2580303.72	2951613.00	2951613.00	2951613.00
01-7010-097	ON-CALL PAY		10320.53	13000.00	11250.00	13000.00	13000.00	13000.00
01-7010-098	HOLIDAY PAY		196755.52	200000.00	160113.19	200000.00	200000.00	200000.00
01-7010-099	JAILS OVERTIME		462920.36	350000.00	511399.98	534000.00	534000.00	534000.00
01-7010-100	TRAVEL/MEALS		4916.68	2000.00	1438.40	3000.00	2000.00	2000.00
01-7010-101	TRAINING		2200.00	2000.00	3710.56	3000.00	3000.00	3000.00
01-7010-120	DUES & BONDS		1113.00	1635.00	1134.00	1635.00	1635.00	1635.00
01-7010-122	SEMINARS/CONV./REG. FEES		4734.26	3000.00	2287.04	3000.00	3000.00	3000.00
01-7010-140	TELEPHONE		7841.28	8000.00	6042.06	8250.00	8000.00	8000.00
01-7010-145	POSTAGE		216.66	200.00	79.12	200.00	200.00	200.00
01-7010-150	SUPPLIES/FORMS		9213.25	9000.00	8983.54	9200.00	9200.00	9200.00
01-7010-151	XEROX SUPPLIES		.00	.00	.00			
01-7010-152	COMPUTER SUPPLIES		3492.55	3500.00	2851.76	3500.00	3500.00	3500.00
01-7010-157	FOOD		688021.60	700000.00	554040.63	700000.00	700000.00	700000.00
01-7010-158								

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	TRAINING SUPPLIES		1474.74	1500.00	192.67	1500.00	1500.00	1500.00
01-7010-159	AMMUNITION		3949.71	4000.00	1094.95	4000.00	4000.00	4000.00
01-7010-161	TESTING SUPPLIES/SERVICES		20177.79	20000.00	12465.34	15000.00	15000.00	15000.00
01-7010-165	FACILITY/SUPPLIES		32298.64	33000.00	29567.66	34000.00	34000.00	34000.00
01-7010-166	SECURITY SUPPLIES		8356.80	14500.00	11799.32	14500.00	14500.00	14500.00
01-7010-167	KITCHEN SUPPLIES		27675.05	30000.00	25602.84	30000.00	30000.00	30000.00
01-7010-168	JANITORIAL SUPPLIES		20430.09	23000.00	22091.24	25000.00	25000.00	25000.00
01-7010-169	LAUNDRY SUPPLIES		13304.59	14000.00	8639.37	14000.00	14000.00	14000.00
01-7010-170	CLOTHING/HYGIENE SUPPLIES		22909.98	24000.00	22647.66	24000.00	24000.00	24000.00
01-7010-221	EQUIPMENT		154472.67	19000.00	9439.52	19000.00	19000.00	19000.00
01-7010-245	COPIER LEASE		15833.82	6500.00	16941.65	25200.00	21000.00	21000.00
01-7010-246	MAINTENANCE AGREEMENTS		43225.70	48000.00	32457.52	48000.00	48000.00	48000.00
01-7010-248	RADIO MAINT.		2717.24	3000.00	2909.32	3500.00	3500.00	3500.00
01-7010-255	PENTELEDATA		24552.00	24500.00	19126.48	24500.00	24500.00	24500.00
01-7010-259	COMPUTER MAINTENANCE		11461.33	11000.00	12463.87	11000.00	11000.00	11000.00
01-7010-290	ADVERTISING		5429.95	3500.00	4259.45	5000.00	5000.00	5000.00
01-7010-291	SUBSCRIPTIONS		328.95	800.00	179.95	800.00	800.00	800.00
01-7010-300	CAPITAL IMPROVEMENTS		.00	.00	.00	100000.00		
01-7010-301	COMPUTER SOFTWARE/ACCESS.		942.00	1000.00	999.89	1000.00	1000.00	1000.00
01-7010-305	PROFESSIONAL SERVICES		20152.90	8000.00	32730.56	20000.00	20000.00	20000.00
01-7010-315	EXAMS/IMMUNIZATIONS		3335.91	3000.00	2617.71	4000.00	4000.00	4000.00
01-7010-350	UTILITIES		339932.83	300000.00	227943.31	290000.00	290000.00	290000.00
01-7010-363								

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	SEWAGE TRTMT. OPERATIONS		55872.59	50000.00	52501.32	65000.00	65000.00	65000.00
01-7010-370	CAR MAINTENANCE/GASOLINE		101683.59	90000.00	77543.16	90000.00	90000.00	90000.00
01-7010-380	GARBAGE PICK-UP		14385.24	16000.00	14669.20	16000.00	16000.00	16000.00
01-7010-395	JAIL MT./REPAIRS		106712.28	105000.00	91049.88	106000.00	106000.00	106000.00
01-7010-398	GROUND MAINT/PEST CONTROL		23679.13	22000.00	19617.59	24000.00	24000.00	24000.00
01-7010-526	UNIFORMS		26982.05	28000.00	26020.30	30000.00	30000.00	30000.00
01-7010-535	NUTRITION FOR THE ELDERLY		40247.41	32000.00	20611.58	32000.00	32000.00	32000.00
01-7010-610	INMATE HOUSING		524550.00	1170000.00	98475.00	131000.00	131000.00	110000.00
01-7010-613	MEDICAL EXPENSES		931829.81	900000.00	604831.75	910000.00	910000.00	910000.00
01-7010-616	INMATE WORKERS		21175.69	22000.00	13627.30	22000.00	22000.00	22000.00
01-7010-617	TREATMENT & PROGRAMS		138952.70	200000.00	103633.81	150000.00	150000.00	150000.00
01-7010-619	DRUG & ALCOHOL SERVICES		55000.20	55000.00	45833.50	55000.00	55000.00	55000.00
01-7010-900	MISCELLANEOUS		964.19	1000.00	564.16	1000.00	1000.00	1000.00
01-7010-993	LIFE INSURANCE BENEFIT		6859.65	8816.00	5682.60	8816.00	8816.00	8816.00
01-7010-994	MEDICAL BENEFITS		1098488.85	1213556.00	1067045.81	1213556.00	1213556.00	1303359.00
01-7010-995	WORKER COMP BENEFIT EXP.		331969.88	336717.00	185368.64	336717.00	336717.00	336717.00
01-7010-996	PENSION BENEFIT PAYABLE		126424.62	219371.00	197592.58	219371.00	219371.00	226942.00
01-7010-998	UNEMPLOYMENT BENEFIT EXP.		37316.92	28075.00	32217.41	28075.00	28075.00	28075.00
01-7010-999	FICA BENEFIT EXPENSE		395072.66	399930.00	366471.61	399930.00	399930.00	399930.00
TOTALS FOR	JAIL		10702476.40	11630249.00	8892192.26	10879399.00	10773949.00	10850323.00
TOTALS FOR EXPENDITURES			10702476.40	11630249.00	8892192.26	10879399.00	10773949.00	10850323.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	JAIL		-10702476.40	-11630249.00	-8892192.26	-10879399.00	-10773949.00	-10850323.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
PRISON BOARD  
2018 FISCAL BUDGET

PAGE 62  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-7015-305	PROFESSIONAL SERVICES		20706.75	15000.00	9060.63	15000.00	15000.00	15000.00
01-7015-614	PRISON BOARD		118.01	1000.00	88.29	1000.00	1000.00	1000.00
TOTALS FOR	PRISON BOARD		20824.76	16000.00	9148.92	16000.00	16000.00	16000.00
TOTALS FOR EXPENDITURES			20824.76	16000.00	9148.92	16000.00	16000.00	16000.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	PRISON BOARD		-20824.76	-16000.00	-9148.92	-16000.00	-16000.00	-16000.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
ICE FACILITY  
2018 FISCAL BUDGET

PAGE 63  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-7030-150	SUPPLIES		839.10	600.00	209.04	700.00	600.00	600.00
01-7030-350	ELECTRIC/GAS		15364.63	30000.00	5788.82	30000.00	20000.00	20000.00
01-7030-395	REPAIRS/BUILDING MAINT.		35379.61	18000.00	9693.84	18000.00	18000.00	18000.00
01-7030-900	MISCELLANEOUS		2957.17	3000.00	2220.80	3000.00	3000.00	3000.00
TOTALS FOR ICE FACILITY			54540.51	51600.00	17912.50	51700.00	41600.00	41600.00
TOTALS FOR EXPENDITURES			54540.51	51600.00	17912.50	51700.00	41600.00	41600.00
EXCESS OF REVENUE OVER EXPENDITURES FOR ICE FACILITY			-54540.51	-51600.00	-17912.50	-51700.00	-41600.00	-41600.00

COUNTY OF PIKE  
 BUDGET WORKSHEET  
 CHILDREN & YOUTH SERVICES  
 2018 FISCAL BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-8000-003	SALARY/DEPARTMENT HEAD		49874.82	50969.00	44829.00	50969.00	50969.00	50969.00
01-8000-004	SALARIES/CLERICAL		113489.72	110427.00	82275.57	110427.00	110427.00	110427.00
01-8000-007	SALARY/SOLICITOR		15909.38	16158.00	13264.61	16158.00	16158.00	16158.00
01-8000-016	SALARIES/SUPERVISORS		124645.48	126884.00	119345.44	126884.00	126884.00	126884.00
01-8000-029	SALARIES/CASEWORKERS		396445.39	387789.00	291878.91	387789.00	387789.00	387789.00
01-8000-044	SALARIES/SUPPORT STAFF		23340.27	44391.00	19623.63	44391.00	44391.00	44391.00
01-8000-098	ON-CALL PAY		20478.75	26000.00	22304.68	26000.00	26000.00	26000.00
01-8000-099	OVERTIME		46082.76	35000.00	46811.54	35000.00	35000.00	35000.00
01-8000-100	TRAVEL/MEALS		936.20	1500.00	3383.21	1500.00	1500.00	1500.00
01-8000-120	DUES & BONDS		2255.00	2675.00	2405.00	2675.00	2675.00	2675.00
01-8000-122	SEMINARS/CONV./REG. FEES		4005.18	5000.00	5072.62	5000.00	5000.00	5000.00
01-8000-140	TELEPHONE		5380.80	5000.00	7446.41	5700.00	5700.00	5700.00
01-8000-145	POSTAGE		4668.65	4300.00	2706.32	3000.00	3500.00	3500.00
01-8000-150	SUPPLIES/FORMS		11527.32	7000.00	9016.20	7000.00	7000.00	7000.00
01-8000-151	XEROX SUPPLIES		1720.20	1500.00	1008.00	1500.00	1500.00	1500.00
01-8000-152	COMPUTER SUPPLIES		247.20	250.00	635.75	250.00	250.00	250.00
01-8000-245	COPIER LEASE		3695.70	2832.00	3740.89	2850.00	4000.00	4000.00
01-8000-255	PENTELEDATA		10353.48	10300.00	8661.02	10500.00	10300.00	10300.00
01-8000-259	COMPUTER MAINTENANCE		3650.54	3650.00	3650.54	2500.00	3650.00	3650.00
01-8000-290	ADVERTISING		.00	300.00	1391.41	1500.00	1500.00	1500.00
01-8000-300	CAPITAL IMPROVEMENTS		581.41	600.00	.00	500.00		
01-8000-302	RENOVATION EXPENSES		.00	.00	.00			195116.00
01-8000-305								

COUNTY OF PIKE  
 BUDGET WORKSHEET  
 CHILDREN & YOUTH SERVICES  
 2018 FISCAL BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	PROFESSIONAL SERVICES		88090.68	53678.00	33126.89	50000.00	50000.00	50000.00
01-8000-327	CONTRACT PAY		.00	.00	.00			
01-8000-370	CAR EXPENSES		46654.20	52000.00	45693.66	52000.00	52000.00	52000.00
01-8000-390	C&Y VISITATION CENTER		589.43	800.00	877.02	1000.00	1000.00	1000.00
01-8000-621	FOSTER FAMILIES		297088.24	325000.00	279411.12	275000.00	275000.00	275000.00
01-8000-622	PUBLIC INSTITUTIONS		1361904.96	869000.00	699810.13	800000.00	800000.00	800000.00
01-8000-623	EMERGENCY SHELTER		31823.48	40000.00	929.12	40000.00	40000.00	40000.00
01-8000-625	MEDICAL/CLOTHING		15557.80	12000.00	4864.81	10000.00	10000.00	10000.00
01-8000-627	ICSP-INTERG.CHLD.SRV.PLAN		.00	.00	.00			
01-8000-628	INDEPENDENT LIVING PRGM.		8678.99	30000.00	1505.00	30000.00	30000.00	30000.00
01-8000-629	SPECIAL GRANTS		114138.07	160000.00	72218.97	150000.00	150000.00	150000.00
01-8000-630	INFORMATION TECHN.GRANT		41289.78	56093.00	13525.10	50000.00	50000.00	50000.00
01-8000-631	DAY TREATMENT		17862.50	9000.00	29233.50	25000.00	25000.00	25000.00
01-8000-632	DETENTION		.00	.00	7000.00			
01-8000-633	PLACEMENT PREV/IN-HOME SV		238858.45	250000.00	217010.63	225000.00	225000.00	225000.00
01-8000-635	ADOPTION ASSISTANCE		189495.00	200000.00	168140.12	180000.00	180000.00	180000.00
01-8000-900	MISCELLANEOUS		34466.22	800.00	506.50	500.00	500.00	500.00
01-8000-993	LIFE INSURANCE BENEFIT		1197.58	1245.00	759.24	1245.00	1245.00	1245.00
01-8000-994	MEDICAL BENEFITS		252564.79	247231.00	200936.34	247231.00	247231.00	265526.00
01-8000-995	WORKERS COMP.BENEFIT EXP.		9424.48	7272.00	4706.74	7272.00	7272.00	7272.00
01-8000-996	PENSION BENEFIT PAYABLE		19342.08	30643.00	26143.44	30643.00	30643.00	31700.00
01-8000-998	UNEMPLOYMENT BENEFIT EXP.		6079.27	5062.00	5897.95	5062.00	5062.00	5062.00
01-8000-999								



REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
CHILDREN & YOUTH SERVICES  
2018 FISCAL BUDGET

PAGE 66  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	2016	2017	2017	2018	2018	2018
ACCOUNT DESCRIPTION	ACTUAL	BUDGET	ACTUAL	REQUESTED	ADJUSTED	APPROVED
MONTH						
FICA BENEFIT EXPENSE	60455.53	61751.00	48544.14	61751.00	61751.00	61751.00
TOTALS FOR CHILDREN & YOUTH SERVICES	3674849.78	3254100.00	2550291.17	3083797.00	3085897.00	3300365.00
TOTALS FOR EXPENDITURES	3674849.78	3254100.00	2550291.17	3083797.00	3085897.00	3300365.00
EXCESS OF REVENUE OVER EXPENDITURES FOR CHILDREN & YOUTH SERVICES	-3674849.78	-3254100.00	-2550291.17	-3083797.00	-3085897.00	-3300365.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
PEMA  
2018 FISCAL BUDGET

PAGE 67  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9000-003	SALARY/DEPARTMENT HEAD		51783.71	50923.00	44068.05	50923.00	50923.00	50923.00
01-9000-100	TRAVEL/MEALS		.00	400.00	.00	500.00	500.00	500.00
01-9000-120	DUES & BONDS		.00	.00	.00			
01-9000-122	SEMINAR EXPENSES		.00	.00	50.00			
01-9000-140	TELEPHONE		178.87	500.00	164.59	200.00	200.00	200.00
01-9000-145	POSTAGE		13.26	50.00	15.00	50.00	50.00	50.00
01-9000-150	SUPPLIES/FORMS		270.91	250.00	734.47	250.00	300.00	300.00
01-9000-291	SUBSCRIPTIONS / INTERNET		3840.00	3000.00	3272.32	3000.00	3000.00	3000.00
01-9000-300	CAPITAL IMPRVMTS/EQUIPMT.		7929.90	.00	.00			
01-9000-305	PROFESSIONAL SERVICES		70.00	.00	.00			
01-9000-370	CAR MAINTENANCE		2899.06	1800.00	1943.82	2000.00	2000.00	2000.00
01-9000-674	PARES		.00	1000.00	.00	1000.00	1000.00	1000.00
01-9000-677	LEPC/HAZ.MAT.RESPONSE		108.41	.00	64.74			
01-9000-678	PEMA PLNG.& TRNG.GRANT		.00	.00	.00			
01-9000-820	EMERGENCY FUNDS		.00	.00	.00			
01-9000-900	MISCELLANEOUS		.00	150.00	555.68	150.00	150.00	150.00
01-9000-993	LIFE INSURANCE BENEFIT		56.40	58.00	46.20	58.00	58.00	58.00
01-9000-994	MEDICAL BENEFITS		14653.68	15605.00	14305.61	15605.00	15605.00	16759.00
01-9000-995	WORKERS COMP.BENEFIT EXP.		4406.95	2619.00	2267.32	2619.00	2619.00	2619.00
01-9000-996	PENSION BENEFIT PAYABLE		1270.98	1309.00	1826.62	1309.00	1309.00	1354.00
01-9000-998	UNEMPLOYMENT BENEFIT EXP.		255.41	231.00	228.92	231.00	231.00	231.00
01-9000-999	FICA BENEFIT EXPENSE		3961.51	3895.00	3371.17	3895.00	3895.00	3895.00
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REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
PEMA  
2018 FISCAL BUDGET

PAGE 68  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
TOTALS FOR	PEMA		91699.05	81790.00	72914.51	81790.00	81840.00	83039.00
TOTALS FOR EXPENDITURES			91699.05	81790.00	72914.51	81790.00	81840.00	83039.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	PEMA		-91699.05	-81790.00	-72914.51	-81790.00	-81840.00	-83039.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9010-004	SALARY/CLERICAL		26472.45	28275.00	24468.75	28275.00	28275.00	28275.00
01-9010-016	DISPATCHER SUPERVISORS		161080.40	162453.00	141385.20	162453.00	162453.00	162453.00
01-9010-030	SALARIES/DISPATCHERS		363605.59	423099.00	332352.05	423099.00	423099.00	423099.00
01-9010-031	SALARY/911 COORDINATOR		93254.01	88054.00	76201.20	88054.00	88054.00	88054.00
01-9010-098	HOLIDAY PAY		41818.19	40000.00	37092.36	40000.00	40000.00	40000.00
01-9010-099	OVERTIME		62658.47	50000.00	62710.28	50000.00	50000.00	60000.00
01-9010-100	TRAVEL/MEALS		266.36	600.00	618.24	600.00	600.00	600.00
01-9010-101	TRAINING		787.00	1200.00	947.83	1200.00	1200.00	1200.00
01-9010-120	DUES		137.00	480.00	459.00	480.00	480.00	480.00
01-9010-140	TELEPHONE / RECURRING 911		70749.31	75000.00	52459.49	75000.00	75000.00	75000.00
01-9010-142	LEASED PHONE LINES		.00	.00	.00			
01-9010-145	POSTAGE		74.37	150.00	74.55	150.00	150.00	150.00
01-9010-150	SUPPLIES/FORMS		7778.85	5100.00	8270.16	5100.00	5100.00	5100.00
01-9010-151	XEROX SUPPLIES		.00	.00	39.70			
01-9010-222	911 PHONE MAINT		50742.13	41200.00	38050.09	41000.00	41000.00	41000.00
01-9010-245	COPIER LEASE		.00	.00	.00			
01-9010-246	MAINTENANCE AGREEMENTS		73584.15	90000.00	69307.57	90000.00	90000.00	90000.00
01-9010-255	PENTELEDATA		11160.00	18000.00	17220.00	18000.00	18000.00	18000.00
01-9010-259	COMPUTER MAINTENANCE		51081.15	31700.00	32223.11	31700.00	31700.00	31700.00
01-9010-262	MOTOROLA MAINT. AGRMT.		20295.00	30000.00	19860.00	35000.00	35000.00	35000.00
01-9010-290	ADVERTISING		.00	100.00	243.54	100.00	100.00	100.00
01-9010-300	CAPITAL IMPROVEMENTS		9461.13	4000.00	14464.08	5000.00	5000.00	5000.00
01-9010-305								

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	PROFESSIONAL SERVICES		700.00	5000.00	25329.50	10000.00	10000.00	10000.00
01-9010-307	EMS Building		.00	.00	.00			
01-9010-350	FUEL/LIGHTS/WATER		7722.64	8000.00	5949.32	8000.00	8000.00	8000.00
01-9010-370	CAR EXPENSES		3919.99	5000.00	4701.11	5000.00	5000.00	5000.00
01-9010-416	TOWER RENT		12000.00	15000.00	12000.00	5000.00	5000.00	5000.00
01-9010-676	AT&T LANGUAGE LINE		36.75	500.00	36.75	500.00	500.00	500.00
01-9010-680	911 & RADIO CAPITAL		172609.60	250000.00	294229.73	250000.00	250000.00	250000.00
01-9010-682	MONROE DISPATCH PAYMENT		52888.48	60000.00	52888.48	60000.00	60000.00	60000.00
01-9010-900	MISCELLANEOUS		115.00	1000.00	.00	1000.00	1000.00	1000.00
01-9010-993	LIFE INSURANCE BENEFIT		789.60	748.00	655.20	748.00	748.00	748.00
01-9010-994	MEDICAL BENEFITS		154333.44	160418.00	140668.66	160418.00	160418.00	172288.00
01-9010-995	WORKERS COMP.BENEFIT EXP.		3677.49	2324.00	1983.11	2324.00	2324.00	2324.00
01-9010-996	PENSION BENEFIT PAYABLE		18462.15	29087.00	27658.35	29087.00	29087.00	30090.00
01-9010-998	UNEMPLOYMENT BENEFIT EXP.		4019.68	3682.00	3289.26	3682.00	3682.00	3682.00
01-9010-999	FICA BENEFIT EXPENSE		57245.75	60578.00	51576.92	60578.00	60578.00	60578.00
TOTALS FOR	COMMUNICATIONS		1533526.13	1690748.00	1549413.59	1691548.00	1691548.00	1714421.00
TOTALS FOR EXPENDITURES			1533526.13	1690748.00	1549413.59	1691548.00	1691548.00	1714421.00
EXCESS OF REVENUE OVER EXPENDITURES	FOR COMMUNICATIONS		-1533526.13	-1690748.00	-1549413.59	-1691548.00	-1691548.00	-1714421.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
VETERANS AFFAIRS  
2018 FISCAL BUDGET

PAGE 71  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9020-003	SALARY/VA DIRECTOR		34838.58	35255.00	30510.00		35255.00	35255.00
01-9020-100	TRAVEL/MEALS		.00	200.00	.00		200.00	200.00
01-9020-120	DUES & BONDS		200.00	300.00	200.00		300.00	300.00
01-9020-122	SEMINARS/CONV./REG. FEES		173.88	285.00	.00		285.00	285.00
01-9020-140	TELEPHONE		178.87	190.00	164.59		190.00	190.00
01-9020-145	POSTAGE		65.69	135.00	66.83		135.00	135.00
01-9020-150	SUPPLIES/FORMS		2771.56	2200.00	2204.75		2200.00	2200.00
01-9020-245	COPIER MAINTENANCE		.00	.00	.00			
01-9020-246	MAINTENANCE AGREEMENTS		450.00	450.00	500.00		500.00	500.00
01-9020-300	CAPITAL IMPROVEMENTS		2281.67	.00	.00			
01-9020-690	PAYMT. TO VETERANS ORGANS.		411.89	500.00	300.00		500.00	500.00
01-9020-691	SOLDIERS BURIAL/GRAVES		7862.09	7000.00	7900.00		7000.00	7000.00
01-9020-993	LIFE INSURANCE BENEFIT		56.40	58.00	46.20		58.00	58.00
01-9020-995	WORKERS COMP.BENEFIT EXP.		328.50	200.00	173.92		200.00	200.00
01-9020-996	PENSION BENEFIT PAYABLE		855.34	1395.00	1264.70		1395.00	1443.00
01-9020-998	UNEMPLOYMENT BENEFIT EXP.		253.69	231.00	236.76		231.00	231.00
01-9020-999	FICA BENEFIT EXPENSE		2665.28	2697.00	2333.92		2697.00	2697.00
TOTALS FOR	VETERANS AFFAIRS		53393.44	51096.00	45901.67		51146.00	51194.00
TOTALS FOR EXPENDITURES			53393.44	51096.00	45901.67		51146.00	51194.00
EXCESS OF REVENUE OVER EXPENDITURES								
FOR	VETERANS AFFAIRS		-53393.44	-51096.00	-45901.67		-51146.00	-51194.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
HISTORIAN  
2018 FISCAL BUDGET

PAGE 72  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9030-100	TRAVEL/MEALS		.00	.00	.00			
01-9030-150	SUPPLIES		.00	.00	.00			
TOTALS FOR	HISTORIAN							
TOTALS FOR EXPENDITURES								
EXCESS OF REVENUE OVER EXPENDITURES								
FOR	HISTORIAN							

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
DAM MAINTENANCE  
2018 FISCAL BUDGET

PAGE 73  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9040-306	ENGINEER SERVICES		1275.21	500.00	.00		500.00	500.00
01-9040-700	DAM MAINTENANCE		595.00	5000.00	.00		5000.00	5000.00
TOTALS FOR	DAM MAINTENANCE		1870.21	5500.00			5500.00	5500.00
TOTALS FOR EXPENDITURES			1870.21	5500.00			5500.00	5500.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	DAM MAINTENANCE		-1870.21	-5500.00			-5500.00	-5500.00



REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
SOLID WASTE/RECYCLING  
2018 FISCAL BUDGET

PAGE 74  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9050-150	SUPPLIES/FORMS		.00	.00	.00			
TOTALS FOR SOLID WASTE/RECYCLING								
TOTALS FOR EXPENDITURES								
EXCESS OF REVENUE OVER EXPENDITURES FOR SOLID WASTE/RECYCLING								

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9060-003	SALARY/EXECUTIVE DIRECTOR		62518.01	64110.00	55479.82	64110.00	64110.00	64110.00
01-9060-004	SALARY/PGM.ASST/G.M.COORD		34029.94	34896.00	30198.82	34896.00	34896.00	34896.00
01-9060-016	SALARY/ADM.ASSISTANT		9539.46	31930.00	13180.61	31930.00	31930.00	31930.00
01-9060-033	SALARY/RES. CONSERVATION.		122929.94	127336.00	108622.51	127336.00	127336.00	127336.00
01-9060-034	SALARY/ADM.MGR.		47997.54	49219.00	42593.85	49219.00	49219.00	49219.00
01-9060-035	SALARY/WATERSHED SPEC.		27453.47	32000.00	26146.20	32000.00	32000.00	32000.00
01-9060-036	SALARY/HYDR.ENGINEER		.00	.00	.00			
01-9060-102	EDUCATION EXPENSES		.00	.00	.00			
01-9060-120	DUES/BONDS		.00	.00	.00			
01-9060-140	TELEPHONE		.00	.00	.00			
01-9060-145	POSTAGE		1.86	.00	.00			
01-9060-150	SUPPLIES/FORMS		411.70	.00	.00			
01-9060-221	EQUIPMENT/REPAIRS		.00	.00	.00			
01-9060-246	LEASES		.00	.00	.00			
01-9060-290	ADVERTISEMENTS/SUBSCRPTNS		.00	.00	.00			
01-9060-300	CAPITAL IMPROVEMENTS		.00	.00	.00			
01-9060-320	FINANCIAL SERVICES		.00	.00	.00			
01-9060-350	ELECTRIC/HEAT		.00	.00	.00			
01-9060-360	GROUND MAINTENANCE		.00	.00	.00			
01-9060-370	VEHICLE EXPENSE		.00	.00	.00			
01-9060-380	GARBAGE REMOVAL		.00	.00	.00			
01-9060-385	UNIFORMS		.00	.00	.00			
01-9060-587								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
CONSERVATION  
2018 FISCAL BUDGET

PAGE 76  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	CLEANING SERVICES		.00	.00	.00			
01-9060-730	PUBLICATIONS		.00	.00	.00			
01-9060-731	SOIL SURVEY EXPENSE		.00	.00	.00			
01-9060-732	WATER MONITORING		.00	.00	.00			
01-9060-790	APPROPRIATION		30000.00	30000.00	22500.00	30000.00	30000.00	30000.00
01-9060-900	MISCELLANEOUS		57.50	.00	.00			
01-9060-993	LIFE INSURANCE BENEFIT		391.20	403.00	319.20	403.00	403.00	403.00
01-9060-994	MEDICAL BENEFITS		73616.02	87826.00	71180.32	87826.00	87826.00	94325.00
01-9060-995	WORKERS COMP.BENEFIT EXP.		2395.45	1727.00	1307.06	1727.00	1727.00	1727.00
01-9060-996	PENSION BENEFIT PAYABLE		7475.55	11866.00	11437.01	11866.00	11866.00	12275.00
01-9060-998	UNEMPLOYMENT BENEFIT EXP.		2016.61	1841.00	1961.88	1841.00	1841.00	1841.00
01-9060-999	FICA BENEFIT EXPENSE		23291.40	25971.00	21130.78	25971.00	25971.00	25971.00
TOTALS FOR	CONSERVATION		444125.65	499125.00	406058.06	499125.00	499125.00	506033.00
TOTALS FOR EXPENDITURES			444125.65	499125.00	406058.06	499125.00	499125.00	506033.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	CONSERVATION		-444125.65	-499125.00	-406058.06	-499125.00	-499125.00	-506033.00



REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
P.S.U. EXTENSION  
2018 FISCAL BUDGET

PAGE 78  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	LIFE INSURANCE BENEFIT		112.80	115.00	92.40	115.00	115.00	115.00
01-9070-994	MEDICAL BENEFITS		22026.00	16116.00	21502.80	16116.00	16116.00	17308.00
01-9070-995	WORKERS COMP.BENEFIT EXP.		443.52	299.00	160.73	299.00	299.00	299.00
01-9070-996	PENSION BENEFIT		1670.47	2878.00	2567.12	2878.00	2878.00	2977.00
01-9070-998	UNEMPLOYMENT BENEFIT EXP.		930.13	920.00	474.42	920.00	920.00	920.00
01-9070-999	FICA BENEFIT		6429.58	7004.00	4741.93	7004.00	7004.00	7004.00
TOTALS FOR P.S.U. EXTENSION			135946.68	143948.00	133754.76	152736.00	152536.00	153827.00
TOTALS FOR EXPENDITURES			135946.68	143948.00	133754.76	152736.00	152536.00	153827.00
EXCESS OF REVENUE OVER EXPENDITURES FOR P.S.U. EXTENSION			-135946.68	-143948.00	-133754.76	-152736.00	-152536.00	-153827.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
GYPSY MOTH PROGRAM  
2018 FISCAL BUDGET

PAGE 79  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9075-012	GYPSY MOTH PROGRAM ASST.		.00	.00	.00			
01-9075-100	TRAVEL/MEALS		.00	.00	.00	500.00	500.00	500.00
01-9075-145	POSTAGE		36.86	.00	.00	200.00	200.00	200.00
01-9075-290	ADVERTISING		295.04	.00	.00	400.00	400.00	400.00
01-9075-300	CAPITAL IMPROVEMENTS		.00	.00	.00			
01-9075-305	GYPSY MOTH PROF.SERVICES		46926.00	.00	.00			
01-9075-327	CONTRACT PAY		.00	.00	.00	5500.00	5500.00	5500.00
01-9075-900	MISCELLANEOUS		.00	.00	.00			
01-9075-993	LIFE INSURANCE BENEFIT		.00	.00	.00			
01-9075-994	WORKERS COMP. BENEFIT EXP		.00	.00	.00			
01-9075-995	WORKERS COMPENSATION		.00	.00	.00			
01-9075-996	PENSION BENEFIT PAYABLE		.00	.00	.00			
01-9075-998	UNEMPLOYMENT		.00	.00	.00			
01-9075-999	FICA BENEFIT		.00	.00	.00			
TOTALS FOR GYPSY MOTH PROGRAM			47257.90			6600.00	6600.00	6600.00
TOTALS FOR EXPENDITURES			47257.90			6600.00	6600.00	6600.00
EXCESS OF REVENUE OVER EXPENDITURES FOR GYPSY MOTH PROGRAM			-47257.90			-6600.00	-6600.00	-6600.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
RECREATION  
2018 FISCAL BUDGET

PAGE 80  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9085-150	SUPPLIES		.00	.00	400.54			
01-9085-900	RECREATION		4984.56	4100.00	4255.00		4200.00	4200.00
TOTALS FOR RECREATION			4984.56	4100.00	4655.54		4200.00	4200.00
TOTALS FOR EXPENDITURES			4984.56	4100.00	4655.54		4200.00	4200.00
EXCESS OF REVENUE OVER EXPENDITURES FOR RECREATION			-4984.56	-4100.00	-4655.54		-4200.00	-4200.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
ECONOMIC DEVELOPMENT  
2018 FISCAL BUDGET

PAGE 81  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9090-790	APPROPRIATION		133200.00	133000.00	122100.00		133000.00	133000.00
TOTALS FOR ECONOMIC DEVELOPMENT			133200.00	133000.00	122100.00		133000.00	133000.00
TOTALS FOR EXPENDITURES			133200.00	133000.00	122100.00		133000.00	133000.00
EXCESS OF REVENUE OVER EXPENDITURES FOR ECONOMIC DEVELOPMENT			-133200.00	-133000.00	-122100.00		-133000.00	-133000.00





REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
WORK FORCE INVESTMENT  
2018 FISCAL BUDGET

PAGE 83  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	MEDICAL BENEFITS		43008.48	44945.00	41987.00	44945.00	44945.00	48270.00
01-9095-995	WORKERS COMP.BENEFIT EXP.		856.96	539.00	466.65	539.00	539.00	539.00
01-9095-996	PENSION BENEFIT PAYABLE		3455.23	5723.00	5283.78	5723.00	5723.00	5920.00
01-9095-998	UNEMPLOYMENT BENEFIT EXP.		1016.69	920.00	943.90	920.00	920.00	920.00
01-9095-999	FICA BENEFIT EXPENSE		10760.57	11268.00	9751.50	11268.00	11268.00	11268.00
TOTALS FOR WORK FORCE INVESTMENT			242938.25	252706.00	221398.32	250506.00	250506.00	254028.00
TOTALS FOR EXPENDITURES			242938.25	252706.00	221398.32	250506.00	250506.00	254028.00
EXCESS OF REVENUE OVER EXPENDITURES FOR WORK FORCE INVESTMENT			-242938.25	-252706.00	-221398.32	-250506.00	-250506.00	-254028.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
SUMMER YOUTH  
2018 FISCAL BUDGET

PAGE 84  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9097-004	CLERICAL		3286.14	3500.00	3933.32	3500.00	3500.00	3500.00
01-9097-090	SUMMER YOUTH SALARIES		50040.93	56909.00	49309.29	56909.00	56909.00	56909.00
01-9097-100	TRAVEL/MEALS		53.94	500.00	.00	400.00	400.00	400.00
01-9097-150	SUPLIES/EXPENSES		362.00	400.00	479.85	500.00	500.00	500.00
01-9097-290	ADVERTISING		.00	.00	.00			
01-9097-900	MISCELLANEOUS		1525.00	1850.00	1467.50	1850.00	1850.00	1850.00
01-9097-995	WORKERS COMP.BENEFIT EXP.		299.00	267.00	145.39	267.00	267.00	267.00
01-9097-999	FICA BENEFIT EXPENSE		4079.53	4654.00	4073.10	4654.00	4654.00	4654.00
TOTALS FOR	SUMMER YOUTH		59646.54	68080.00	59408.45	68080.00	68080.00	68080.00
TOTALS FOR EXPENDITURES			59646.54	68080.00	59408.45	68080.00	68080.00	68080.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	SUMMER YOUTH		-59646.54	-68080.00	-59408.45	-68080.00	-68080.00	-68080.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
APPROPRIATIONS & ASSMTS.  
2018 FISCAL BUDGET

PAGE 85  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9100-794	PIKE CO. DEVELOP. CENTER		20000.00	20000.00	20000.00	_____	20000.00	20000.00
01-9100-795	DRUG & ALCOHOL		10992.00	11368.00	10992.00	_____	11368.00	11368.00
01-9100-796	MH/DS		65600.00	62000.00	69200.00	_____	62000.00	62000.00
01-9100-797	PIKE COUNTY FIREMEN'S FED		.00	2500.00	.00	_____	2500.00	2500.00
01-9100-799	PIKE COUNTY FIRE POLICE		3500.00	3500.00	.00	_____	3500.00	3500.00
01-9100-800	PIKE COUNTY HUMANE SOC.		15000.00	15000.00	15000.00	_____	15000.00	15000.00
01-9100-802	NEPA ALLIANCE		6900.00	6900.00	6900.00	_____	6900.00	8300.00
01-9100-805	SAFE HAVEN		10000.00	10000.00	10000.00	_____	10000.00	10000.00
01-9100-810	CTR. FOR DEVELOP. DISAB.		22500.00	22500.00	22500.00	_____	22500.00	22500.00
01-9100-811	PIKE COUNTY LIBRARY		200000.00	200000.00	200000.00	_____	200000.00	200000.00
01-9100-813	WAYNE-PIKE ADULT LIT.PRG.		2250.00	3000.00	3750.00	_____	3000.00	5000.00
01-9100-820	EMERGENCY FUNDS/TRANSIENT		59.95	.00	.00	_____	_____	_____
TOTALS FOR APPROPRIATIONS & ASSMTS.			356801.95	356768.00	358342.00	-----	356768.00	360168.00
TOTALS FOR EXPENDITURES			356801.95	356768.00	358342.00	-----	356768.00	360168.00
EXCESS OF REVENUE OVER EXPENDITURES FOR APPROPRIATIONS & ASSMTS.			-356801.95	-356768.00	-358342.00	-----	-356768.00	-360168.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
EMPLOYEES BENEFITS  
2018 FISCAL BUDGET

PAGE 86  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9110-834	RETIREE HEALTH INSURANCE		1086425.59	1065000.00	821119.35		1065000.00	1143810.00
01-9110-837	PSACC TRUST		.00	.00	.00			
TOTALS FOR	EMPLOYEES BENEFITS		1086425.59	1065000.00	821119.35		1065000.00	1143810.00
TOTALS FOR	EXPENDITURES		1086425.59	1065000.00	821119.35		1065000.00	1143810.00
EXCESS OF REVENUE OVER EXPENDITURES	FOR EMPLOYEES BENEFITS		-1086425.59	-1065000.00	-821119.35		-1065000.00	-1143810.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
INSURANCE  
2018 FISCAL BUDGET

PAGE 87  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9120-952	LIABILITY INS./UMBRELLA		1034420.80	380000.00	89198.00		380000.00	380000.00
01-9120-953	PUBLIC LAW POLICY		.00	.00	.00			
01-9120-954	FIDELITY BONDS		.00	1300.00	.00		1300.00	1300.00
01-9120-955	DEDUCTIBLES		10015.05	5000.00	372503.15		5000.00	5000.00
TOTALS FOR	INSURANCE		1044435.85	386300.00	461701.15		386300.00	386300.00
TOTALS FOR EXPENDITURES			1044435.85	386300.00	461701.15		386300.00	386300.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	INSURANCE		-1044435.85	-386300.00	-461701.15		-386300.00	-386300.00

COUNTY OF PIKE  
BUDGET WORKSHEET  
NPS - ACQUIRED LAND PYMTS  
2018 FISCAL BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9125-900	NPS - ACQUIRED LAND PYMTS		.00	.00	.00			
TOTALS FOR NPS - ACQUIRED LAND PYMTS								
TOTALS FOR EXPENDITURES								
EXCESS OF REVENUE OVER EXPENDITURES FOR NPS - ACQUIRED LAND PYMTS								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
OPERATING TRANSFERS OUT  
2018 FISCAL BUDGET

PAGE 89  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9135-900	TRANS.TO OPER.RESERVE FND		4000000.00	.00	5000000.00	_____	_____	_____
01-9135-901	TRANSFER TO LIQUID FUELS		8275.00	.00	.00	_____	_____	_____
01-9135-902	TRANSFER TO CAP. RESERVE		.00	.00	.00	_____	_____	_____
01-9135-903	TRANSFER TO OTHER FUNDS		.00	.00	.00	_____	_____	_____
TOTALS FOR OPERATING TRANSFERS OUT			4008275.00	-----	5000000.00	-----	-----	-----
TOTALS FOR EXPENDITURES			4008275.00	-----	5000000.00	-----	-----	-----
EXCESS OF REVENUE OVER EXPENDITURES FOR OPERATING TRANSFERS OUT			-4008275.00	-----	-5000000.00	-----	-----	-----
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REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
CONTINGENCY FUND  
2018 FISCAL BUDGET

PAGE 90  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9160-900	CONTINGENCY FUND		101404.64	1068940.00	1056192.05		1068940.00	1452261.00
TOTALS FOR	CONTINGENCY FUND		101404.64	1068940.00	1056192.05		1068940.00	1452261.00
TOTALS FOR EXPENDITURES			101404.64	1068940.00	1056192.05		1068940.00	1452261.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	CONTINGENCY FUND		-101404.64	-1068940.00	-1056192.05		-1068940.00	-1452261.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9170-003	DIRECTOR SALARY		64393.43	64519.00	55833.75	64519.00	64519.00	64519.00
01-9170-004	CLERICAL STAFF		89608.58	95651.00	84556.48	95651.00	95651.00	95651.00
01-9170-029	CASEWORKER SALARIES		159674.80	191242.00	145396.18	191242.00	191242.00	191242.00
01-9170-042	TRANSPORTATION SALARIES		21833.72	23496.00	20131.54	23496.00	23496.00	23496.00
01-9170-043	SITE WORKERS/MANAGERS		149631.54	151549.00	157392.33	151549.00	151549.00	151549.00
01-9170-044	HOMEMAKERS		.00	.00	.00			
01-9170-045	NURSE		.00	.00	.00			
01-9170-098	ON-CALL PAY		10282.45	13000.00	11211.91	13000.00	13000.00	13000.00
01-9170-099	AAA OVERTIME		16361.41	2000.00	11780.11	4000.00	4000.00	4000.00
01-9170-100	TRAVEL/MEALS		2365.95	2000.00	1899.77	2000.00	2000.00	2000.00
01-9170-103	PUBLIC TRANSPORTATION		.00	.00	.00			
01-9170-105	VOLUNTEER TRAVEL EXPENSES		18326.30	14000.00	12697.56	14000.00	14000.00	14000.00
01-9170-120	DUES/BONDS		3924.00	1545.00	2249.00	1500.00	1500.00	1500.00
01-9170-122	SEMINAR EXPENSES		8849.81	8000.00	5645.32	4500.00	4500.00	4500.00
01-9170-140	TELEPHONE		12300.12	12000.00	12011.48	12800.00	12800.00	12800.00
01-9170-145	POSTAGE		1839.11	1500.00	1200.00	1500.00	1500.00	1500.00
01-9170-150	SUPPLIES		11629.67	10000.00	13047.76	10000.00	10000.00	10000.00
01-9170-162	CONSUMER REIMBURSEMENT		81826.12	65000.00	92799.44	70000.00	70000.00	70000.00
01-9170-221	EQUIPMENT/REPAIRS		2680.00	3000.00	1526.21	2000.00	2000.00	2000.00
01-9170-246	MAINTENANCE AGREEMENTS		5738.04	5000.00	25644.97	6600.00	6600.00	6600.00
01-9170-255	PENTELEDATA		2691.15	2600.00	2170.32	2600.00	2600.00	2600.00
01-9170-259	COMPUTER MAINTENANCE		1321.65	1000.00	14129.16	14200.00	14200.00	14200.00
01-9170-275								

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	CONTRACTS		3625.00	3250.00	.00	3250.00	3250.00	3250.00
01-9170-290	ADVERTISING		847.45	1000.00	1377.69	1000.00	1000.00	1000.00
01-9170-291	SUBSCRIPTIONS		.00	85.00	.00	85.00	85.00	85.00
01-9170-300	CAPITAL IMPROVEMENTS		15658.58	18000.00	2541.20	2500.00	2500.00	2500.00
01-9170-305	PROFESSIONAL SERVICES		328290.23	276651.00	237521.50	280000.00	280000.00	280000.00
01-9170-306	MEALS ON WHEELS		183239.01	213550.00	145184.97	197761.00	197761.00	197761.00
01-9170-315	PHYSICAL EXAMS		.00	.00	.00			
01-9170-350	UTILITIES		19477.97	20000.00	16062.73	20000.00	20000.00	20000.00
01-9170-370	VEHICLE EXPENSES		26327.29	25000.00	25970.15	32556.00	32556.00	32556.00
01-9170-380	GARBAGE REMOVAL		4624.40	3750.00	4324.85	3750.00	3750.00	3750.00
01-9170-385	DEMPSEY SERVICE		61.84	800.00	.00	1320.00	1320.00	1320.00
01-9170-395	BUILDING MAINTENANCE		17991.08	15000.00	12943.72	12000.00	12000.00	12000.00
01-9170-416	SENIOR CENTER RENT		18469.35	22260.00	20670.00	22200.00	22200.00	22200.00
01-9170-494	MATP		.00	.00	.00			
01-9170-495	MATP 08-09		.00	.00	.00			
01-9170-497	SHARED HOUSING		.00	.00	38749.37	150000.00	150000.00	150000.00
01-9170-498	203S EXPENSES		.00	30000.00	.00	32000.00	32000.00	32000.00
01-9170-499	CAPITAL EQUIPMENT		.00	.00	.00			
01-9170-526	UNIFORMS		.00	.00	.00			
01-9170-587	OFFICE CLEANING		2616.93	23000.00	5889.78	2600.00		
01-9170-808	SENIOR CLUB RENTS		.00	1980.00	.00			
01-9170-900	MISCELLANEOUS		19998.41	5000.00	22839.70	5000.00	5000.00	5000.00
01-9170-993								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
AREA AGENCY ON AGING  
2018 FISCAL BUDGET

PAGE 93  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	LIFE INSURANCE BENEFIT		799.80	979.00	703.50	979.00	979.00	979.00
01-9170-994	MEDICAL BENEFITS		164206.44	172019.00	176362.53	172019.00	172019.00	184748.00
01-9170-995	WORKERS COMP.BENEFIT EXP.		11706.67	11794.00	6461.78	11000.00	11794.00	11794.00
01-9170-996	PENSION BENEFIT PAYABLE		11913.00	19366.00	18734.63	19000.00	19366.00	20034.00
01-9170-998	UNEMPLOYMENT BENEFIT EXP.		4859.06	3756.00	4442.65	4100.00	3756.00	3756.00
01-9170-999	FICA BENEFIT EXPENSE		39151.58	38484.00	37202.32	38000.00	38484.00	38484.00
TOTALS FOR	AREA AGENCY ON AGING		1539141.94	1572826.00	1449306.36	1696277.00	1694977.00	1708374.00
TOTALS FOR EXPENDITURES			1539141.94	1572826.00	1449306.36	1696277.00	1694977.00	1708374.00
EXCESS OF REVENUE OVER EXPENDITURES FOR	AREA AGENCY ON AGING		-1539141.94	-1572826.00	-1449306.36	-1696277.00	-1694977.00	-1708374.00

COUNTY OF PIKE  
 BUDGET WORKSHEET  
 PUBLIC TRANSPORTATION  
 2018 FISCAL BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9171-003	TRANSPORTATION DIRECTOR		39656.67	41250.00	35697.15	41250.00	41250.00	41250.00
01-9171-004	CLERICAL SALARIES		111807.31	104987.00	90186.45	104987.00	104987.00	104987.00
01-9171-042	TRANSPORTATION SALARIES		381290.08	430033.00	348262.42	430033.00	430033.00	430033.00
01-9171-099	TRANSPORTATION OVERTIME		16736.58	15000.00	12031.27	15000.00	15000.00	15000.00
01-9171-103	PUBLIC TRANSPORTATION		6219.20	7000.00	.00	7000.00	7000.00	7000.00
01-9171-105	VOLUNTEER TRAVEL		.00	.00	.00			
01-9171-122	SEMINAR EXPENSES		.00	.00	2810.78			
01-9171-140	PHONE		12865.26	13800.00	13316.95	14500.00	14500.00	14500.00
01-9171-145	POSTAGE		655.48	650.00	464.84	650.00	650.00	650.00
01-9171-150	SUPPLIES		1914.74	2000.00	2469.76	2500.00	2500.00	2500.00
01-9171-151	XEROX SUPPLIES		273.60	500.00	140.00	500.00	500.00	500.00
01-9171-246	MAINTENANCE AGREEMENTS		2432.31	2064.00	4807.23	5000.00	5000.00	5000.00
01-9171-255	PENTELEDATA		2671.20	2676.00	2170.32	2676.00	2676.00	2676.00
01-9171-259	COMPUTER MAINTENANCE		7500.00	7500.00	2000.00	7500.00	7500.00	7500.00
01-9171-290	ADVERTISING		488.22	600.00	100.00	800.00	800.00	800.00
01-9171-300	CAPITAL IMPROVEMENTS		.00	.00	538.15			
01-9171-305	PROFESSIONAL SERVICES		6780.00	7500.00	5493.00	8000.00	8000.00	8000.00
01-9171-350	UTILITIES		.00	.00	.00			
01-9171-370	VEHICLE EXPENSES		46811.58	45000.00	54707.33	48000.00	48000.00	48000.00
01-9171-371	FUEL EXPENSES		59272.99	75000.00	65397.76	80000.00	80000.00	80000.00
01-9171-395	BUILDING MAINT.		263.40	.00	.00			
01-9171-416	RENT		2700.00	3600.00	3300.00	3600.00	3600.00	3600.00
01-9171-495								

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
PUBLIC TRANSPORTATION  
2018 FISCAL BUDGET

PAGE 95  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
	MATP		31824.79	28000.00	27696.05	30000.00	30000.00	30000.00
01-9171-499	CAPITAL EQUIPMENT		141533.30	350000.00	.00	350000.00	350000.00	350000.00
01-9171-526	UNIFORMS		.00	1000.00	791.10	1200.00	1000.00	1000.00
01-9171-900	MISCELLANEOUS		683.05	500.00	472.05	700.00	500.00	500.00
01-9171-993	LIFE INSURANCE BENEFIT		606.00	777.00	469.35	777.00	777.00	777.00
01-9171-994	MEDICAL BENEFITS		116585.59	158452.00	108019.96	158452.00	158452.00	170177.00
01-9171-995	WORKERS COMP.BENEFITS		40788.48	29039.00	20957.00	29039.00	29039.00	29039.00
01-9171-996	PENSION BENEFIT EXPENSE		8677.67	20354.00	13098.02	20354.00	20354.00	21056.00
01-9171-998	UNEMPLOYMENT BENEFIT EXP		7692.31	7824.00	6980.59	7824.00	7824.00	7824.00
01-9171-999	FICA BENEFIT EXPENSE		42036.17	47114.00	37192.43	47114.00	47114.00	47114.00
TOTALS FOR PUBLIC TRANSPORTATION			1090765.98	1402220.00	859569.96	1417456.00	1417056.00	1429483.00
TOTALS FOR EXPENDITURES			1090765.98	1402220.00	859569.96	1417456.00	1417056.00	1429483.00
EXCESS OF REVENUE OVER EXPENDITURES FOR PUBLIC TRANSPORTATION			-1090765.98	-1402220.00	-859569.96	-1417456.00	-1417056.00	-1429483.00

REPORT DATE 11/28/2017  
SYSTEM DATE 11/28/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET  
UNDISBURSED RAISES/BEN.  
2018 FISCAL BUDGET

PAGE 96  
TIME 12:13:14  
USER SHARON

ACCOUNT NUMBER ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
01-9175-900 UNDISBURSED RAISES & BEN.		.00	.00	.00			448700.00
01-9175-901 JAIL CO RETROACTIVE PAY		.00	.00	.00			
01-9175-902 RESERVE UNPAID VACATION		11309.41	344000.00	6129.47		344000.00	344000.00
01-9175-903 RESERVE UNPAID SICK DAYS		88266.25	256000.00	8394.31		256000.00	256000.00
01-9175-998 UNEMPLOYMENT BENEFIT EXP.		717.26	300.00	105.21		300.00	300.00
01-9175-999 FICA BENEFIT EXPENSE		7595.56	2300.00	1111.09		2300.00	2300.00
TOTALS FOR UNDISBURSED RAISES/BEN.		107888.48	602600.00	15740.08		602600.00	1051300.00
TOTALS FOR EXPENDITURES		107888.48	602600.00	15740.08		602600.00	1051300.00
EXCESS OF REVENUE OVER EXPENDITURES FOR UNDISBURSED RAISES/BEN.		-107888.48	-602600.00	-15740.08		-602600.00	-1051300.00
TOTALS FOR EXPENDITURES		40629532.80	43262720.00	40436780.88	26332209.00	38636439.00	40047255.00
EXCESS OF REVENUE OVER EXPENDITURES FOR GENERAL FUND		1433714.15	-1600000.00	-3769463.60	-13594807.00	-435072.00	-1700000.00

REPORT DATE 11/30/2017  
SYSTEM DATE 11/30/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET

PAGE 97  
TIME 15:48:05  
USER SHARON

2018 FISCAL BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
REVENUES								
02-2000-105	LIQUID FUELS REVENUE		42183.69	40000.00	22155.94			40000.00
02-2000-107	TRANSFER FROM GF to LF		.00	.00	.00			
02-2000-110	BRIDGE INSPECTION REIMB.		.00	.00	.00			
02-2000-125	INTEREST		4.87	150.00	2.16			100.00
TOTALS FOR REVENUES			42188.56	40150.00	22158.10			40100.00
02-4000-900	BRIDGE INSPECTION/REPAIRS		.00	.00	.00			
02-4000-905	ROAD REPAIRS/MAINTENANCE		85489.20	20150.00	11057.97			20100.00
02-4000-910	ENGINEERING SERVICES		1502.88	20000.00	.00			20000.00
02-4000-975	BANK FEES		.00	.00	.00			
TOTALS FOR EXPENDITURES			86992.08	40150.00	11057.97			40100.00
EXCESS OF REVENUE OVER EXPENDITURES FOR LIQUID FUELS			-44803.52		11100.13			



REPORT DATE 12/04/2017  
SYSTEM DATE 12/04/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET

PAGE 98  
TIME 14:03:15  
USER SHARON

2018 FISCAL BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
REVENUES								
03-2000-105	DEBT SERVICE TAXES		2488184.44	313898.00	470008.93			1331063.00
03-2000-125	DEBT SERVICE INTEREST		8602.75	2000.00	4551.94			5000.00
03-2000-130	DIVIDENDS		.00	.00	.00			
TOTALS FOR REVENUES			2496787.19	315898.00	474560.87			1336063.00
03-4000-900	DEBT SERVICE BANK FEES		788.31	1000.00	450.00			500.00
03-4000-905	PRINCIPAL PAYMENT		1906072.70	82700.00	80000.00			795850.00
03-4000-910	INTEREST PAYMENT		589328.86	701361.00	702902.86			699707.00
TOTALS FOR EXPENDITURES			2496189.87	785061.00	783352.86			1496057.00
EXCESS OF REVENUE OVER EXPENDITURES FOR DEBT SERVICE			597.32	-469163.00	-308791.99			-159994.00

2018 FISCAL BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
REVENUES								
05-3900-905	EMPLOYEES HEALTH INS.PREM		5351926.86	4061765.00	.00			4281277.00
05-3900-910	COBRA		216836.05	100000.00	.00			100000.00
05-3900-915	RETIREEES		1588745.81	1319235.00	.00			1143810.00
05-3900-920	RETAINAGE REFUND (BC/BS)		.00	.00	.00			
05-3900-950	INTEREST		404.40	400.00	.00			400.00
TOTALS FOR REVENUES			7157913.12	5481400.00				5525487.00
05-4800-100	BROKER FEES		23272.00	30600.00	28230.00			30600.00
05-4800-110	STOP LOSS COVERAGE		331686.54	310800.00	323430.25			332000.00
05-4800-120	BLUE CROSS		364384.94	580000.00	390958.19			520000.00
05-4800-125	BLUE SHIELD		182737.68	200000.00	236141.98			185000.00
05-4800-130	MAJOR MEDICAL		95153.32	50000.00	92787.56			50000.00
05-4800-135	PRESCRIPTION		1360266.75	1200000.00	20211.15			1200000.00
05-4800-140	HMO		3228913.92	3000000.00	3573716.40			3128387.00
05-4800-145	VISION		30619.35	30000.00	25866.60			29500.00
05-4800-305	PROFESSIONAL SERVICES		24863.74	80000.00	22916.62			50000.00
TOTALS FOR EXPENDITURES			5641898.24	5481400.00	4714258.75			5525487.00
EXCESS OF REVENUE OVER EXPENDITURES FOR EMPLOYEES HEALTH INS.FUND			1516014.88		-4714258.75			

REPORT DATE 12/04/2017  
SYSTEM DATE 12/04/2017  
FILES ID P

COUNTY OF PIKE  
BUDGET WORKSHEET

PAGE 100  
TIME 14:02:59  
USER SHARON

2018 FISCAL BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	MONTH	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	2018 REQUESTED	2018 ADJUSTED	2018 APPROVED
REVENUES								
09-2000-105	SRCP DEBT TAXES		251054.22	2218216.00	2205456.68			1205294.00
09-2000-125	SRCP DEBT INTEREST		1258.96	1000.00	2992.58			3000.00
09-2000-130	ALLOWANCE FOR UNC.TAXES		.00	.00	.00			
09-2000-140	TRANSFER		.00	.00	.00			
TOTALS FOR REVENUES			252313.18	2219216.00	2208449.26			1208294.00
09-4000-900	SRCP DEBT BANK FEES		229.88	900.00	300.00			500.00
09-4000-905	SRCP PRINCIPAL PAYMENT		-8000.00	1807300.00	1805000.00			1164150.00
09-4000-910	SRCP INTEREST PAYMENT		91042.33	236764.00	220023.40			153993.00
09-4000-925	TRANSFER		.00	.00	.00			
TOTALS FOR EXPENDITURES			83272.21	2044964.00	2025323.40			1318643.00
EXCESS OF REVENUE OVER EXPENDITURES FOR SCENIC RURAL CHR.PRIV.DEBT			169040.97	174252.00	183125.86			-110349.00